ANNOUNCEMENT

THE Editorial Board of THE AMERICAN ARCHIVIST has the pleasure of presenting to the members of the Society of American Archivists the first number of their quarterly journal. The founders of the Society believed it could render important service through professional publications. A quarterly was the first enterprise of the kind decided on; as it seemed impossible to get it under way within a year of the founding of the Society, the officers decided to issue to the members in mimeograph form, the proceedings and papers of the founding meeting at Providence on December 29 and 30, 1936, and of the first annual meeting held at Washington, June 18 and 19, 1937. At present, they do not propose to repeat this publication. Such papers and activities of the Society as are especially worth preservation will be included from time to time in succeeding issues of the journal.

The editorial policy of THE AMERICAN ARCHIVIST can be simply defined: to be as useful as possible to the members of the profession. At all times its editors will welcome suggestions to this end.

Meanwhile, they have used their own best judgment. Professional news notes are taken for granted; so are reviews of books and notices of publications in archive economy. Europe preserves a great body of archival lore gained from the practice and experience of the past. Slavishly copying it would be, for American archivists, an error second only to ignoring it altogether. Appraising it in the light of American conditions, letting the logic behind its practices suggest solutions of American archival problems, may make it most useful. THE AMERICAN ARCHIVIST is very glad to present in this and succeeding numbers a careful study at first hand of European archive practices; it will welcome similar articles. To the same end, through the kindness of Dr. Andrew C. Albrecht, of the Historical Records Survey staff, and of Mrs. Olga P. Palmer, of the National Archives, it will present in a separate section of the journal brief notices of the contents of the archive yearbooks and journals of Europe. It will endeavor to be helpful as to the newly awakened interest in business, church, and other quasi-public archives.

For the time being, at least, and subject to contrary indications from members of the Society, THE AMERICAN ARCHIVIST will in

its contents emphasize the concrete and practical rather than the general. At times in the past, it has seemed that Mark Twain's famous remark about the weather has had its archival application. With Americans generally, in national, state and other archives disposed to do something about them, specific suggestions seem to be in order.

The editors are quite aware that in spite of the co-operation of the Society, THE AMERICAN ARCHIVIST may be a failure. Without that co-operation, no matter what their efforts, they know it cannot succeed. Like everything else connected with the Society, the journal is a labor of love; neither editor nor contributor receives any remuneration, save the customary issues of separates. A generous financial subvention from the University of Illinois provides the routine editorial labor, which is directed in extra time freely given by Miss Ernestine Jenison, assistant editor of the Illinois State Historical Library. The expenses of printing and mailing the journal are paid out of the annual dues of the Society. The more its membership increases, the larger will be the issues. But granting on this basis the most rapid increase in physical size, the journal can never be a success unless each individual member of the Society of American Archivists recognizes a personal responsibility for furnishing it with worthy material. In the hands of the membership, therefore, rests the ultimate fate of the publication.

THE AMERICAN ARCHIVIST

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MANUSCRIPT REPAIR IN EUROPEAN ARCHIVES[1]

I GREAT BRITAIN

PUBLIC RECORD OFFICE (London)

AS LATE as the beginning of the reign of Queen Victoria, the national archives of England were scattered in some sixty different places, such as the Tower of London, the Chapel of the Rolls, the Chapter House and the Chapel of the Pyx at Westminster, and the State Paper Office; but an act passed in 1838 had for its object the eventual concentration of them in one building, under one management, and an Order in Council in 1852 increased the scope of the records which were to be transferred to the proposed central repository.

The Public Record Office now contains the greater part of these archives, including records of the Chancery and Exchequer, the Justices Itinerant and the Clerks of Assize, the High Court of Admiralty, the Supreme Court of Judicature, special and abolished jurisdictions (such as the Court of Requests and the Star Chamber), the Palatinates of Chester, Durham, and Lancaster, the Copyright Office, the State Paper Office (comprising the domestic, colonial, and foreign series of the secretaries of state), and Public Departments.[2]

[1] The following article is the first of a series intended to summarize the results of a recent investigation into methods of manuscript repair in some of the principal archive repositories of Europe. The writer is a member of the staff of the Department of Manuscripts in the Huntington Library, San Marino, California, who in September, 1935, was assigned to make a year's study of these methods in archives and libraries abroad prior to the establishment of a repair laboratory in the Huntington Library. The major portion of his time was spent in the Public Record Office, London, but visits were also paid to other institutions in Great Britain and on the Continent. One month was spent at the Vatican Library. These summary descriptions of the various repositories which Mr. Smith visited include, in each case, notes explanatory of the nature of the archives, the general style of stack construction, and the methods of storage of documents which he observed, owing to the direct bearing of these factors on the problem of repair and preservation.

[2] M. S. Giuseppi, *A Guide to the Manuscripts Preserved in the Public Record Office* (London, 1923), I, iv-v.

The distinctive feature of this vast collection of documents, which extend over a period of more than eight hundred years, is that they are of a more or less official character. The great majority of them have remained in official custody ever since they were written; others are addressed to officers of state; others relate to property with which the crown or a court of law has at some time been concerned. Periodical transfers of records from the various public departments have increased the archives to such an extent that certain classes of documents, mainly recent records not open to public inspection, have had to be transferred to a branch repository at Canterbury. Mr. A. E. Stamp is the deputy keeper of the public records.

The repairing department in the Public Record Office consists of a staff of some twenty men, the most extensive establishment of its kind in Europe. It is under the general supervision of Mr. Hilary Jenkinson, and Mr. J. Gilkes is foreman of repairs. These men, all skilled craftsmen, are capable of undertaking all types of repairs, but there has been, inevitably, a certain amount of specialization, due to some individuals' development of particular skill along certain lines. One may excel in the repair of wax seals, another in the laying out of large parchment documents, and yet another in the roughening of parchment used in repair. Thus there are many individual differences in technique, although the general methods of repair in the office are kept uniform.

The quarters occupied by the repairing staff consist of three large rooms for straight repair work, one room for seal repair and molding, and a bindery, not to mention storerooms for supplies, etc. These rooms are actually converted strong-rooms with few windows, usually only on one side, and thick walls. The natural light is therefore none too good at the best of times, and on dark days (notoriously frequent in London), it is quite inadequate and must be supplemented, rather unsatisfactorily, with electric lights suspended above each bench. An open coal grate usually occupies one side of the room and serves not only as a source of warmth but as a place to heat size, cook paste, etc. The floor is of closely fitted wooden blocks. Tentative plans have been put forward to add a new wing to the building to house the administrative offices and repairing department, thus allowing the rooms at present occupied to be turned back into strong-rooms.

Each repairer has a bench topped with large, heavy wooden board, worn smooth, as a working surface, and a set of requisite tools including string-bound paste brushes, earthenware paste bowls, paring

stones, knives, bone folders, and sponges. There are several iron bookbinder's presses, both of the standing and bench type, so that it is possible to leave documents overnight under varying degrees of pressure, depending on how dry they are. A very large, low table, covered with a rubber composition, is used for laying out and repairing documents which are too large to be pressed in the ordinary manner. It can be completely covered with a set of heavy wooden panels, lined with rubber on the underside, which act as weights and prevent documents from curling as they dry. It is necessary to descend to the lavatory in the basement for water to clean paste bowls, brushes, and other tools (a rather inconvenient arrangement).

The materials for the repair of paper documents in the Public Record Office are two: handmade rag paper and transparent silk gauze. The paper is specially made for the office according to definite specifications as to linen rag content, tearing strain per square inch, etc. It is a laid paper, cream-colored, with no watermarks, obtainable in sheets of twenty by twenty-eight inches. There are two weights, of twenty-two and thirty-one pounds to the ream, respectively. The contract for its manufacture has been let on two different occasions to Spicer's, 19 New Bridge Street, London, E.C.4; and to Waterlow and Sons (manufacturers of paper for English bank notes). The silk gauze, variously called *lisse*, chiffon, crêpeline, or, more properly, mousseline de soie, is French-made. It can be obtained from Combier Silks, Ltd., 252 Regent Street, London, in lengths of forty yards, forty inches wide (quality 383/568).

Damaged paper documents are backed, patched, edged, or framed with the new paper, depending on the extent of the damage and the general condition of the document. Complete backing is possible only if there is no writing whatever on the verso of the document. Patching, edging, and framing serve to strengthen and reinforce worn folds, tattered edges, and tears. If there is writing on both sides of a fragile document, transparent silk gauze is applied.

The usual steps in the procedure for repairing a paper document in the Public Record Office are as follows:

1. *Dampening of the document, with a sponge dipped in water*
2. *Silk gauze (if required) laid on dry and paste applied from above*

The paste, freshly made at frequent intervals, is of wheat flour and water, with powdered resin and thymol (as a preservative) added. It is thinned considerably for use with silk gauze.

3. *Repairing paper dampened and pasted on where needed—surplus paste removed with a sponge*

In some instances it is preferable to tear the paper into strips or pieces of the size desired before dampening it; in others, the complete sheet of new paper is applied, then carefully torn away where not required as reinforcement. In either case the tearing is intended to furnish a featheredge, which is less noticeable than a sharp, cut edge, and less liable to become loosened from the document.

4. *The document is laid to dry between waxed tissue and absorbent cartridge paper, under a light weight.*

Waxed tissue prevents the damp, freshly repaired document from sticking to the pressing paper, but it tends to leave on the document a deposit of wax which is disagreeably streaked and even dirty in appearance. This deposit may be partially removed with warm water or benzine, on a sponge. It has been suggested that other types of paper, glazed or greased, might serve the same purpose more satisfactorily. The size of the sheets of pressing paper conforms with the size of the platen of the press. Seasoned wooden boards, proof against warping, are used as pressing boards.

5. *The document when dry is soaked with warm size and hung up to dry.*

The size is made by simmering waste scraps of repairing parchment in water for a period of two or three hours. When cold, the mixture has the consistency of jelly; it may be warmed up and strained for use. The size is applied while warm (not too hot) with a wide, soft brush, on one side of the document only; it soaks through immediately to the other side. The document is then hung on a wire in the sizing cabinet and left to dry, being shifted occasionally to prevent sticking.

The sizing cabinet, consisting simply of a wooden frame with the top, back, and sides inclosed and the front open, and with several rows of wires stretched from end to end, is not entirely satisfactory. In the first place, it collects dust and soot alarmingly, and always has to be cleaned carefully before use. In the second place, it is difficult to reach the wires at the back and bottom, when many documents are being hung at one time. Another handicap, not wholly connected with sizing, is that all documents except those in the presses must be returned to the strong-rooms every night. Thus it is impossible to leave documents overnight in the drying frame.

6. *Final pressing; trimming*

Pressing is one of the most important steps in the repair of documents at the Public Record Office. It not only flattens the document but insures its proper drying out. The pressing papers, dampened by contact, must be changed frequently for dry ones. As the document gets drier, the pressure is increased. Silk gauze properly applied and pressed into a document is often practically invisible, being detected only by running one's finger nail across the surface of the document.

When the document is completely dry, it may be removed and the excess edge of repairing paper trimmed in the cutting machine. Care is taken to leave a slight margin of the new paper, as evidence that none of the document has been lost in trimming.

7. *Guarding and filing*

It is the usual practice here to bind or incase in file boards all loose paper documents—the form of the binding or file depending on the method of treatment of previous documents repaired in the same series or group. The tendency is more and more away from the old type of binding for loose papers, for three main reasons: expense, time involved, and inflexibility. Documents bound up are absolutely fixed in arrangement, unless the binding be destroyed; while those which are sewed together and incased in file boards may be re-sorted or rearranged at any time simply by removing the whipcord. Certain bundles of papers (for instance, the Commonwealth Exchequer papers) are filed in limp linen-buckram covers, in convenient sections. The sections forming one bundle are then put up together in glazed cloth and millboards.

Strips of toned paper (also called glazed cartridge paper), cut to the proper size, are used as guards. A standard size is set at the beginning of a series of volumes or files, and adhered to throughout, oversize documents being folded if too large to conform. These strips are pasted to the fold or free edge of the documents, depending on the size of the document and the extent of the handwriting.

The two materials used for repairing parchment documents are parchment and unbleached linen ("airplane cloth"). In the Public Record Office the size and importance of the document to be repaired determine the choice of the repairing material. Linen is much cheaper than parchment, so that it is generally used for very large documents, such as Chancery Proceedings. The comparative cost (approximate) is: parchment, six shillings a skin; and linen, two shillings a yard.

The linen, designated "38 inch Aero Fabric" or "Brown Holland" is obtainable from Woods, Sons, and Company, 6 Milk Street, London, E.C.2; and the parchment may be purchased from Band and Company, Plough Yard, High Street, Brentford, Middlesex, W. Parchment varies greatly in quality, some skins being very thick, tough, and greasy, and others almost of the thinness and transparency of fine paper. A happy medium between these two extremes is best for the average repair job, but in any case the skin chosen should be similar in weight and texture to the material of the particular document in hand.

The procedure in the repair of parchment documents follows:

1. *The parchment is first of all evenly roughened (on the flesh side) to insure its adherence to the surface to which it will later be pasted.*

Roughening of parchment was formerly accomplished at the Public Record Office by laboriously rubbing an ordinary file or rasp to and fro across the surface of the skin, which was firmly held on a rounded wooden block. There were, however, two main disadvantages to this method: (1) the length of time required; (2) the difficulty of roughening very thin skins without tearing them. One of the men in the repairing department, of a mechanical bent, therefore set to work to invent a machine to perform this operation; and he at length brought the contrivance, if not to a state of perfection, at least to the point of practical usefulness. It consists basically of a cylinder covered with sandpaper and attached to an electric motor. The skin of parchment is passed between this rapidly revolving cylinder and a resilient, rubber-covered surface underneath, which can be clamped up against the cylinder. The sandpaper thus performs the same function as the file in the manual method. In a large archive repository such as the Public Record Office, where thousands of parchment documents await repair, the time requisite for the repair of each individual document must be carefully considered, and it is a fact that the roughening of the new skins of parchment has hitherto occupied in some cases almost as much time as the actual repairing of the document. Thus the saving of time and the consequent increase in the annual number of manuscript repairs effected by the use of this machine is of the greatest importance. For an institution of more limited scope, where early documents on parchment are comparatively few, such an apparatus would not be so vitally necessary.

2. *The new parchment, whether it is to be used for edging, patching, or backing, is laid on the document, marked out to the proper size, and trimmed.*
3. *The edges of the parchment patches, etc., are pared or beveled with a sharp knife, so that the new parchment will appear to merge into the material of the document itself.*
4. *It is wise not only to dampen but also to clean and flatten parchment documents preparatory to repair.*

Parchment is a much more difficult material to work with than paper, as it is more affected by water. Hence more time has to be devoted to preliminary preparation of parchment documents before they are ready for repair. A paper document may often be cleaned with a rubber, then dampened with a sponge and repaired immediately; but in the case of parchment it is usually necessary to spend more time in cleaning and to resort to light pressure while the document is damp, in order to flatten it properly.

The frame devised by Mr. Douglas Cockerell for the stretching and flattening of parchment documents by a system of leaden weights is occasionally used in the Public Record Office, but it does not find favor with the repairers themselves. Their principal objections to it appear to be: (1) a long time is required to flatten a document on it, owing to the slow rate of penetration of moisture from the dampened felts suspended above and below the document; (2) only one document can be treated at a time; (3) the document when removed is not so flat as it would have been if pressed; and (4) for very large documents the leaden weights seem inadequate.

5. *Complete backing with new parchment or linen is the simplest method of dealing with documents on parchment, and the one usually employed in the Public Record Office, particularly in cases where the document is in a very fragmentary or rotten condition.*

Of course, complete backing is impossible if there is writing on both sides of the document, but if an indorsement is the only writing on the verso, that alone may be left uncovered. If a document is in fairly good condition, it is usually only partially backed or patched, that is, where particularly weak. Parchment is always used for partial backing, never linen. It is cut to cover the weak sections, and the edges beveled. When it comes to pasting, the document (previously cleaned and flattened) is only slightly dampened with a sponge dipped in water, and the pasted bit of repairing parchment is laid on the section

indicated. In other words, less water is used than in the case of full backing, where document and backing are laid down flat on the working surface. The paste is of wheat flour, as before, used slightly thicker than in work with paper.

6. *After a document has been backed or partially backed with new parchment or linen, holes and jagged edges are "filled in" on the recto—always with the parchment, never linen.*

The two main reasons for "filling in" are: (1) to make the backed document of a uniform double thickness throughout, not double in some places and single in others (where there were holes, for instance); (2) to improve the looks of the backed document by covering up exposed sections of the roughened parchment, which feels uneven and tends to appear dirty. In the old days this whole procedure was avoided by not roughening portions of the repairing parchment which would be left exposed because of holes or ragged edges in the document. That is, the cleaned and flattened document was laid on the repairing parchment and all holes and ragged edges were lightly outlined in pencil; then those outlined areas were left unroughened. Care had to be taken when pasting down the document later, to get the holes, etc., exactly over the unroughened areas. All the men of the old school at the Public Record Office declare that this method is much superior to "filling in," but the latter has certain advantages. In the first place, the backed document is thus of a single thickness in one place and a double thickness in another. Secondly, it is extremely difficult to get the document in exactly the right position when pasting (that is, to get the holes and the unroughened areas to jibe), particularly if the edges are especially jagged and irregular. Thirdly, the unroughened areas of parchment are rather inclined to crinkle after the document is dry. Perhaps the particular reason for the dropping of this practice was that the men became rather careless, sometimes leaving pencil marks showing where they had outlined ragged areas, thus causing the document to look somewhat shabby. Mr. Jenkinson suggested the new method. It is always necessary in the case of linen backing.

7. *Silk gauze is used on parchment documents only in rare cases. It cannot be pressed into the material as effectively as in the case of paper documents.*
8. *The repaired document is laid to dry between cartridge papers and under a light weight, which is steadily increased as the drying continues, as in the case of paper documents.*

Parchment seldom loses its life to the extent that it must be resized, but there are cases in which sizing is necessary. Sometimes it is well to apply the size even before repair, if the ink is flaking. The size does not penetrate the parchment very readily, as it is itself derived from parchment.

Certain special problems are encountered in work with parchment documents. For instance, they are often in the form of long rolls, consisting of membranes sewn end to end. These membranes must be carefully numbered, separated, and then, after repair, sewn together again (in the same holes). A wooden roller incased in linen is usually joined to the first membrane, for convenience in rolling up the document, and a limp piece of linen-buckram is sewn to the last membrane as a protection against dust and further damage. Many documents brought in for repair, such as Chancery Proceedings, are on unusually large skins of parchment, too large even to put in the largest press. These are repaired on the special rubber-covered table described above, and after repair they are kept flat in large strawboard cases which occupy the shelves of steel bins or cupboards. Colored maps on parchment, not infrequently encountered, are usually backed with linen and mounted on boards, although very large documents of this sort must of necessity be rolled.

Mr. Anderson and Mr. Swain, of the repairing department, have worked out under Mr. Jenkinson's[3] direction a procedure for the repairing, molding, and casting of seals, based on experimentation and incorporating certain practices of European archivists.[4] It has proved eminently satisfactory. In the past few years this section of the repairing department has steadily grown in importance. Its principal function is to repair seals and documents to which seals are attached, but many other duties also devolve upon it. Not the least important of these is the making of plaster casts of seals for the purpose of photography (the casts, of a special yellow color, photograph better than the seals themselves), for exhibition, or for comparison or identification. Also, whenever a particularly fine or rare seal is encountered in the ordinary course of work at the Public Record Office, it is customary to send it down to the seal department to have a plaster mold made for purposes of permanent record, in case the seal should ever be lost or a copy of it should be desired. Since documents

[3] Hilary Jenkinson, "Some Notes on the Preservation, Moulding and Casting of Seals," *Antiquaries Journal* (Society of Antiquaries of London), IV, 388-403.

[4] Le Baron Harald Fleetwood, *Moulage et conservation des sceaux du moyen âge* (Riksarkivet, Stockholm, 1923).

with seals require particular care, another duty of the seal department is to construct special cases or portfolios or boxes to furnish the desired protection. In some cases the seals are simply wrapped in a padding of cotton wool inclosed in greased paper, then tied into a pasteboard box; in others, they are left unwrapped but kept from injury by placing the documents to which they are affixed in shallow wooden trays, one on top of another, with wooden strips underneath to prevent sliding. Every document is a law unto itself, despite the endeavor of the office to keep to certain standardized forms of storage for certain classes of documents. Every so often a document comes along for repair which because of extraordinary size or unusual character requires a special kind of container. This is to be expected in work with manuscripts.

The wax used for seal repair at the Public Record Office is as similar as possible to that used in early days for making the original seals. It is made by the men as needed in their work and consists simply of pure white beeswax and powdered resin, melted down together. The natural light brown color is retained in most cases, although different colors may be obtained if desired by the addition of various substances, such as verdigris for green, ocher for red, etc. In no case, however, is any attempt made to match the color of the seal, to fill out the missing portions of the design, or to disguise the repair in any way.

Sometimes the original silken braided cord to which the seal was attached is broken or almost completely destroyed. After patient practice the men in the seal department have discovered the manner in which the braiding was done, and they can, when occasion demands, repair cords which have been damaged.

In the repair of the larger seals, especially when they are broken into several pieces or badly cracked, it is often necessary to insert steel pins into the body of the seal to hold the pieces together, as the new wax alone is not of sufficient strength. In most cases, however, whether the seal is large or small, the method is simply to fill the cracks and supply missing portions with melted or very soft wax. The cleaning and polishing of the seal is almost as important as the actual repair, since the mixture used (white beeswax and turpentine dissolved in benzol) serves to restore to the old wax some of the life which it has lost in the course of the centuries and prevents brittleness or flakiness.

The restoration and repair of damaged volumes in the archives of the Public Record Office is in the charge of Mr. T. E. Hassell, Jr.,

a sound and able craftsman and a real expert in the restoration of old bindings to their original style. As in all branches of repairing at the Public Record Office, insistence is made in the bindery upon the use of materials which have the combined qualities of strength, extreme durability, and freedom from injurious chemicals and acids. Thus natural-tanned skins—calf,[5] pig, and goat—and vellums have been designated as the materials to be used in binding or rebinding. A note of exactly what has been done in the way of new sewing, repairing, and re-covering, is placed on the flyleaf of the volume so that original portions of the binding may be immediately identified.

There are approximately 140 strong-rooms, of varying size, for the storage of documents in the Public Record Office. The shelving uprights are of steel and the actual shelves are of slate, though these last are being gradually replaced with teakwood (in the form of battens fastened with brass screws to three crosspieces). The space at the backs of the shelves is filled with tinned wire (not galvanized), which is painted with the rest of the metal work. Most of the rooms are divided into two levels with a connecting stairway, thus doubling their capacity. The great problem is proper ventilation, especially when the weather is wet, as the opening of the outside windows is the only means of freshening the air. Atmospheric readings are taken every morning, inside the office and out, to determine the humidity, and if it is not too great the windows are opened. Even so, the growth of mildew on parchment documents is of frequent occurrence and is checked only by wiping them with a cloth saturated in thymol. A move toward better ventilation has been made by cutting a series of holes through the walls, along the same level, and forcing air through by means of an electric fan at one end and permitting it to circulate and escape through other holes at different levels. This plan has been quite satisfactory. The soot and grime of the London atmosphere penetrates the strong-rooms, settling so heavily on documents (particularly those not often used or brought out) that it is a constant problem to cope with it. A suction cleaning apparatus, which by means of a long pipe may be connected at various places and carried into the furthermost corner of any strong-room, is the solution. This only removes surface dirt, and by the time the complete circuit of the

[5] A new leather called "Hermitage calf," manufactured by G. W. Russell and Sons, Hitchin, Hertfordshire, is particularly favored because in its manufacture modern injurious processes of tanning have been discarded in favor of the ancient methods, in the hope that it will prove to be as durable as the calf used for binding in the fifteenth and sixteenth centuries, most of which is still in good condition.

strong-rooms is made, the first ones cleaned are needing attention again, but it is at least an attempt to combat the difficulty. Another endless process is the clearing out, repainting, and in some cases remodeling of the strong-rooms, one by one. Mr. Jenkinson has set aside one of the strong-rooms as a "safe-room" for the storage of items of especial rarity and value or of an extraordinary character, such as ancient Exchequer tallies (notched wooden shafts once used as receipts for payments into the national Exchequer), fine seals and bindings, and a huge document containing the signatures of all the soldiers in Cromwell's army. Maps and plans are segregated in another special room designed for their safekeeping.

The three public reading rooms in the Public Record Office are termed the literary, government, and legal search rooms. The literary search room, familiarly called the "round room" from its style of architecture, is the general reading room.

A museum occupies the site of the former Rolls Chapel, known originally as the Chapel of the House of the Converts, which was founded by Henry III in 1232 for the reception of Jews who had embraced the Christian faith. In 1377 the House of the Converts was assigned to the keeper of the Rolls of Chancery and his successors, and it remained in their possession until 1837, when it was surrendered to the crown. The Public Record Office was built adjacent to the chapel, the first block being completed in 1856. In 1895 the chapel was pulled down, but several interesting remains, including three large monuments and three memorial tablets, were incorporated in the walls of the museum built on the site. The star exhibit in the museum is without doubt the Domesday Book, the two-volume manuscript compilation of returns from a general survey of England made by order of William the Conqueror in 1086.

Since the Public Record Office is the central archive repository in England, it is natural that it should be a model for many local organizations concerned with the preservation of records. Advice as to methods of administration and care of documents has always been freely given, and since the organization of the British Records Association this dissemination of information has been rendered more effective and widespread. Repair of damaged documents is readily undertaken upon request, the repairers being commissioned to do the work outside of office hours. If local bodies desire to establish their own repairing department, arrangements can be made to send a representative to receive necessary elementary instruction at the Public

Record Office. Among the many institutions which have benefited from this policy the following are cited, which were personally visited:

1. Hoare's Bank, the oldest established private bank in London (still in the hands of the family who founded it in 1672), has a fine series of ledgers and letter books, dating back to the beginnings of the bank. Many of these manuscript volumes which were in a damaged condition have been repaired at the Public Record Office.

2. The Society for the Propagation of the Gospel, missionary organization of the Church of England, has preserved, since its foundation in 1701, a great mass of records and correspondence dealing with its work in all parts of the world. Until 1935 these records were practically inaccessible to students, being housed in a small, dark strong-room measuring only nineteen feet by twelve. There was no place available where research could be conducted. It was only after a generous grant had been made by the Pilgrim Trust (founded in 1930 by Mr. Edward Harkness, an American citizen, for the advancement of science, the preservation of ancient buildings, and other similar objects in Great Britain) that it was possible to endow a staff, under John W. Lydekker, archivist, and provide for an archives room. The assistant to the archivist, Miss Thompson, paid several visits to the Public Record Office to gain a working knowledge of the simpler types of manuscript repair and set up a small workroom to deal with damaged documents in the society's collections.

3. The Hudson's Bay Company in London has recently become cognizant of the value of its original records and has taken precautions to insure their proper safekeeping and availability to students. Mr. Jenkinson of the Public Record Office was consulted in the matter of arrangement and other physical details, and a former foreman of repairs in the same office, Mr. Byerley, was commissioned to repair and rebind all material which was in bad condition. The earliest and most valuable items, including the original charter granted to the company in 1670, are kept in a modern vault, while the remainder of the records, comprising ships' logs, letter books, and loose correspondence dealing with the company's far-flung activities in Canada, are stored on steel shelves in the main archives room. The geographical classification of the records deserves mention. The key to the whole collection is a large map of Canada on which are indicated all the widely scattered trading posts and headquarters of the company, each named on a little tab and given a number. Each number refers to the press-mark of manuscripts relating to that particular post and indicates the

slip-catalogue in which detailed descriptions of the manuscripts may be found. The manuscripts themselves are divided into four large groups, lettered A, B, C, and D; for example, A signifies manuscripts before a certain date, including all those in the safety vault, B signifies shipping records, etc. Each of these divisions has its own slip-catalogue, which is accessible to readers. Mr. Leveson-Gower is the archivist in charge.

4. There is housed in the London Guildhall a marvelous series of city records, almost unbroken in sequence since the twelfth century. The binder on the staff learned many of his repair methods at the Public Record Office. The strong-rooms, of modern construction, are lined with the latest type of steel shelving. An empty space is always left at the bottom in case of flooding. One room is set aside for some of the most valuable records, such as reports of meetings of the aldermen and council, Hustings Rolls (proceedings of a court of registry for land transfers), etc. All loose documents are placed in paper folders and boxed. The bulk of documents in the Guildhall is so great that they cannot all be listed or catalogued in detail. The very earliest are printed; some of the series, such as the Hustings Rolls, have a typed index to personal names; but most of them are only roughly listed or described, being gradually taken up in more detail as time allows.

British Museum (London)

The repairing establishment in the British Museum, in the charge of Mr. C. T. Lamacraft, is not as extensive as the one in the Public Record Office. From random observation of certain samples of repair work in the Department of Manuscripts, it would appear that a coarse-meshed silk gauze (called white malines) and a wove paper similar to Japanese paper are largely used in paper repair; while new parchment serves as reinforcement for damaged manuscripts on parchment. Mounting between glass is deemed the best treatment for papyrus.

The *Codex Sinaiticus*, famous Biblical manuscript for which the British Museum recently paid the Soviet government the fabulous sum of £100,000, was sadly in need of repair when brought to England. It was in an old tin box, wrapped in cotton wool, its pages torn and crumpled, and many of them loose. The delicate task of restoration was finally intrusted to Mr. Douglas Cockerell, who immediately set to work to determine the binding which would be most durable and at the same time most appropriate to the manuscript. The

final choice was oak boards with a white morocco back. All the materials used, linen for guarding, thread for sewing, vellum for mending, and the leather, were specially made and, as far as possible, tested. Mr. Cockerell set up a shop in the Museum for the sole purpose of doing this work. The most interesting piece of apparatus he had was his frame for stretching and flattening the parchment leaves of the *Codex*, which of course had to be separated and repaired individually. It was a simple arrangement of strings on wooden uprights, some crisscrossed to form the bed of the frame and others fastened to padded steel clips and weighted at the other end. With this apparatus, damp felts were suspended above and below each parchment leaf in turn, while it was being pulled evenly in every direction by the clips and weights. There was no actual contact between the damp felts and the manuscript, hence no risk of causing the ink to run. A similar stretching frame is also used by Dr. G. Herbert Fowler, who is in charge of the Bedfordshire Record Office.

Mr. Cockerell maintains a bindery and repair shop at his home in Letchworth, Hertfordshire, which was later visited. For rebinding old manuscript volumes Mr. Cockerell especially recommends half-vellum with marbled boards and vellum-tipped corners, which has the combined virtues of cheapness and strength. For repairing paper leaves, he uses extensively a wove paper manufactured by J. Barcham Green and Sons, Hayle Mill, Maidstone. Mr. Cockerell and his sons have evolved through experiment a variety of marbled paper (used for the ends and sides of books) which is well known in the bookbinding trade for its beauty and utility. In their method, specially prepared ink color is floated on the surface of a trough of size (made from Carrageen moss) and combed into patterns, which are picked up on paper by laying a prepared sheet on top of the color.

County Archives (Bedfordshire)

Special arrangements have been made in many English counties for the preservation and care of local archives. New and better buildings have been erected, more adequate facilities for searchers have been provided, and scientific methods of storage and repair have been instituted. Bedfordshire may be said to have led the way, as it was the first county to form a local record office (in 1914), as distinct from the occasional collections of libraries and private societies. The reputation of the office is entirely the result of the pioneer efforts of Dr. G.

Herbert Fowler, who, as chairman of the County Records Committee and honorary director from 1912 to the present time, has tried to carry out (so far as this was possible without the authority of the state) the recommendations of the Local Records Committee of 1902 and the Royal Commission on Public and Local Records of 1914-1919, long before most local authorities had begun to consider the matter.

During the writer's stay in London he paid a visit to Dr. Fowler's home in Aspley Guise, Bedfordshire, and subsequently to the County Record Office in Bedford. The little workshop which Dr. Fowler has fitted up in the attic of his home is very interesting. All the necessary equipment for the repair of manuscripts is there: workbenches (covered with white oilcloth), presses, a stretching frame for large parchment documents (an adaptation of Mr. Douglas Cockerell's device), lines for hanging up sized documents to dry, a Bunsen burner for heating wax and knives used in seal repairing—in fact, a complete repairing department in miniature. The situation under the eaves is very pleasant and the light is good. Dr. Fowler, with the aid of an assistant whom he has trained, does a good deal of repairing of private documents here, also some of the official records, though most of the latter are attended to in a repairing room annexed to the County Record Office at Bedford.

Dr. Fowler's methods of repair are very similar to those used at the Public Record Office, although he is constantly making experiments in advanced technique. Among other things he has investigated the possibilities of artificial parchment (paper treated with strong sulphuric acid) and the use of a solution of shellac for binding the fibers of rotted paper before sizing or repairing it and for fixing the flaking surface of parchment. He has conducted tests of different kinds of paste to determine which has the most adhesive power (concluding that Canadian hard wheat flour and water make a better, stronger paste than starch, corn flour, Carrageen moss, or combinations thereof). For ink reviving Dr. Fowler prefers a fifty per cent solution of ammonium sulphide in distilled water, which he neutralizes after application with ordinary limewater.

The muniment rooms in Bedford are a fine example of efficient utilization of a small space. There are only three small rooms in the Shire Hall, one above the other (connected by a winding staircase), set aside for the Record Office, but careful planning and ingenuity have worked wonders. The lowest room is entirely devoted to storage,

the floor space being taken up with sliding steel stacks on rails. On the second floor, in addition to more shelves for storage, are located working quarters for one member of the staff, who is usually engaged in sorting and accessioning. The topmost room contains even more shelves and ingenious cupboards, a few tables and other facilities for readers, and the desk occupied by Mr. Emmison, clerk of records. With the constant influx of new acquisitions, it will soon be impossible to devise further means to overcome the handicap of lack of space. Negotiations are already under way, however, for the purchase of the building adjacent to the Shire Hall, which if carried through will provide for additional space for the county muniments.

The repair room now used is in the basement, some distance removed from the muniment rooms, and the equipment is of the simplest, but it is sufficient to take care of all necessary repairing. The light is none too good and the table used as a workbench is much too low for comfort, but these are minor disadvantages. The clerk of records and his junior assistant have been trained in manuscript repairing by Dr. Fowler. They work at it only when other tasks are not too pressing.

County Archives (Suffolk)

Mr. Leonard Chubb, formerly of the Department of Manuscripts in the Birmingham Free Library, has for the past five years been in charge of the Suffolk archives, which are housed in the Central Library in Ipswich. He has done wonders in the way of organization and arrangement, and has begun a loose leaf slip-calendar of the records, describing each document fully on a separate slip, in chronological order. Persons and places mentioned and seals affixed to these documents are indexed on cards. The overcrowded strong-room, in the basement of the library, is a vault with neither air nor light. Ventilation of a sort is obtained by leaving the heavy steel door open during the day, and for light an electrical connection on a long cord must be carried in from an adjoining room. Necessary repairs are sent to the Public Record Office.

County Archives (Norfolk)

Mr. George V. R. Hayward, the city librarian, is in charge of the archive repositories at Norwich. The records of the corporation (city) and of the county are kept separately, the former in an old Norman castle now partly used as a museum, and the latter in the Public

Library (as at Ipswich). A new building is planned for the library, and when it is finished the corporation records will also be housed therein and will be more available for research students. The county records comprise, in addition to the usual land papers—deeds, transfers, etc.—correspondence and diaries of former prominent residents of Norwich, old maps (mounted uniformly), and a valuable collection of local photographs. The calendared documents are kept loosely in leather-board boxes which stand upright on the steel shelves. The present strong-room, in the basement of the library, is kept at a uniform temperature of 60° F. by pipes laid around the walls. The light is electric. There is a card catalogue of the archives available to readers on request.

University Libraries (Oxford)

The Bodleian Library was the objective of a visit made to Oxford on April 5, 1936. Methods of manuscript storage and repair were, of course, of primary interest. The first was studied as thoroughly as a short stay permitted, during a tour of the manuscript rooms; and the second was discussed in some detail with Mr. Wilmot, who is in charge of binding and repairs. There are apparently about seven people on Mr. Wilmot's staff. Working quarters are very small and crowded. While there was no opportunity to watch closely the repairers at work, the general impression gained was that the average repairing done at the Public Record Office is on the whole superior to that at the Bodleian. For instance, fragile vellum documents at the Bodleian are not strengthened by backing with new vellum but are simply covered with silk gauze and resized. Much of Mr. Wilmot's time seems to be occupied with the restoration of old bindings. No seal repair has been done, owing to the fact that fire of any kind (necessary for heating wax, etc.) is prohibited inside the library buildings. In fact, when glue has to be melted or sealing wax affixed to a letter, it is necessary to go to a stokehole in an adjoining building.

The photographic facilities at the Bodleian were also inspected. In one end of one of the reading rooms, set aside for the photographer, are located a photostat machine, Leica apparatus, and other paraphernalia. There is a great deal too much light from the large windows in the room and the photographer has difficulty in keeping it out of the photostat machine, in spite of heavy draping. There is no dark room at hand, which means that the developing has to be done

elsewhere. The photographer in charge is on the staff of the Oxford University Press.

Ultra-violet apparatus is available to readers at the Bodleian who experience difficulty with stained or indistinct writing on manuscripts. A mercury-vapor arc lamp has been installed in a tiny room formed by the recess in an unused doorway. It is inclosed in a wooden cabinet. The tilting bracket of the lamp has been attached to a chain which hangs from above. A table and chair are supplied. There is a door to this cubby-hole observation room which can be closed to provide comparative darkness, but it shuts out air as well, so that one cannot work for very long periods without suffering physical discomfort. A member of the staff must be present when a reader is using the lamp.

University Libraries (Cambridge)

The Cambridge University Library impressed the writer tremendously with its modern architecture, well planned surroundings, and beautifully up-to-date equipment. Here airiness, light, and spotlessness prevailed, doubly welcome after the stuffiness, semi-darkness, and grime often encountered in older English buildings. Steel bookshelves, numerous elevators, comfortable chairs for readers, and all the other amenities of library construction have been incorporated. Reading rooms, stacks, catalogue rooms, offices, periodical and map rooms, and bindery were included in the tour. The manuscript collections here are not so extensive as at the Bodleian and consequently the question of manuscript repair has not been seriously encountered. The bindery is only a small one, engaged chiefly in the repair of bindings; all job binding is sent outside.

Visits were also paid to two or three of the college libraries in Cambridge, including Trinity, St. Johns, and Corpus Christi. At Corpus Christi a cursory examination was made not only of the fine collection of early manuscripts in the library but also of the college records, which date back to the founding of the college in the fourteenth century. Hitherto these records have been kept folded up, in bundles, and any which way, but Mr. Sanders, the bursar, has assumed the task of putting them in order and storing them as best he can. He has secured the advice of Mr. Jenkinson, of the Public Record Office, with the result that numerous documents have been sent to the Record Office for repair. He endeavors, however, to deal with the majority of the documents himself, as in most cases all that is required

is cleaning and flattening. The documents thus far arranged have been placed in manila envelopes and filed in steel cabinets. A card index is being made at the same time. Some particularly fine seals are attached to the early documents. The original silver matrix of the college seal is still in existence. It is oval in shape, about three inches long and an inch and a half wide. The design is cut on one side only; the other side is flat so that pressure can be applied to get an impression on the soft wax of the seal. Unfortunately, the quality of wax for sealing has sadly deteriorated since mediaeval times; and, sad to say, this fine silver matrix has of late been subjected to the indignity of being pressed on papered wafer seals. Just recently, however, a steel replica of the matrix was made, for fear the original might be damaged.

National Library of Wales

The Department of Manuscripts and Records of the National Library of Wales at Aberystwith has grown steadily in size and importance since the library was created in 1909. Many bequests and transfers of manuscripts relating to Wales have enriched the collection exceedingly and made its scope truly national, so that it now includes material reflecting every aspect of Welsh history and literature. The manuscript department occupies a large share of the fine new library building. The "manuscripts" (bound volumes, as distinguished here from "records"—deeds, documents, correspondence, and other loose papers) are shelved in a series of wooden "bays," each with beautiful, carved doors and wooden shelves within. There are at present some 15,000 manuscript volumes in the library. Central heating provides for the maintenance of approximately the same temperature in winter as in summer. The "record rooms" are on the floors above the manuscript "bays." Here the shelves are open, and the documents, about 150,000 in number, are stored in various types of leatherboard boxes. Ecclesiastical records are kept in separate rooms. Various calendars, schedules, and lists are available to students. The printed book stacks are of modern, all-steel construction.

The most remarkable accomplishment of the repair staff at the National Library of Wales consists in the splitting of paper documents. To elucidate: When a fragile or damaged paper document contains writing on both sides of a single leaf, it is split into two sheets containing respectively the writing of the recto and verso, which are repaired and pasted back to back on a sheet of gauze or Japanese

paper. At first thought this method seems extremely hazardous, but Mr. C. Hanson, the repairer at the National Library of Wales, has reduced it to a simple, everyday procedure. Even so, it should not be attempted by anyone except an expert. Mr. Hanson pastes a piece of cotton-linen on both sides of the manuscript, presses lightly till nearly dry, then pulls the two pieces of cloth apart, allowing half of the sheet of paper to adhere to each. Damaged portions are repaired with handmade rag paper, the two halves of the split sheet are pasted together again (silk gauze or Japanese paper being inserted in cases of extreme fragility), the pieces of linen are soaked off by brief immersion in hot water, and the document is finally resized. When there is writing on only one side of a leaf, the document is backed instead of being split; indeed, it should be added that splitting is by no means Mr. Hanson's sole method of paper repair. In some cases a document is split only partially, or sufficiently to repair the portion which is most damaged, such as a tattered edge. The technique of splitting paper is no doubt useful to know, but it should be employed only in extraordinary cases, when no other method seems suitable, because there is always involved a certain risk of damage to the document, no matter how skilled the repairer may be.

Among other examples of manuscript repair shown by Mr. Hanson were (1) parchment documents, repaired with new parchment and silk gauze and resized, (2) a manuscript on Sumatran bark, repaired with strips of similar wood obtained from Ceylon, and (3) certain charters and rolls belonging to the borough of Monmouth, for which special leather-covered containers had been devised.

Mr. Hanson's bindery and repair-shop is well lighted and admirably equipped. There are two rooms, with working space for three people—Mr. Hanson himself and his son and daughter who assist him. In addition to the usual presses and work tables, the equipment includes a guillotine cutter and a blocking machine (for lettering bindings, etc.). A more or less air-tight closet has been converted into a fumigating chamber for books. The books are slightly opened, placed on their foredges on a shelf, in such a position that formalin fumes from a tin below may pentrate them, and thus left in the chamber for several hours.

A photographic department adjoins the repair shop. Two mercury-vapor ultra-violet lamps (called fluorescence cabinets) are available here for use by students in reading faded handwriting, etc. The

windows are fitted with sliding wooden panels for the purpose of darkening the room when necessary.[6]

L. Herman Smith

[6] For additional material on the subject of this article see such general works as: C. Graham Botha, *Report of a Visit to Various Archive Centres in Europe, United States of America, and Canada* (Pretoria: Government Printing and Stationery Office, 1921); and *Guide international des archives* (Paris: Institut International de Coopération Intellectuelle, 1934).

With reference to England see: G. Herbert Fowler, *The Care of County Muniments* (2nd ed.; Westminster: The County Councils Association, 1928); W. Haslam, *The Library Handbook of Genuine Trade Secrets and Instructions for Cleaning, Repairing, and Restoring Old Manuscripts, Engravings and Books, as Practised by the Experts* (London: W. & G. Foyle, Ltd., 1923); Hilary Jenkinson: *A Manual of Archive Administration* (Oxford, 1922), pp. 57-65, and "Some Notes on the Preservation, Moulding and Casting of Seals," *Antiquaries Journal* (Society of Antiquaries of London, 1924), IV, 388-403; and Charles Johnson, *The Care of Documents and Management of Archives* (London: Society for Promoting Christian Knowledge, 1919).

REVIEWS OF BOOKS

A Manual of Archive Administration by Hilary Jenkinson, sometime scholar of Pembroke College, and F. W. Maitland lecturer in the University of Cambridge, reader in Diplomatic and English Archives in the University of London. New and revised edition. (London. Percy Lund, Humphries and Co., Ltd., 12 Bedford Square, W.C.1, 1937. Published in the United States by the H. W. Wilson Company, Publishers of Indexes and Reference Works, 950-972 University Avenue, New York, N.Y. $3.25.)

An official of the Public Record Office in London, gratefully known by the numerous American students who have profited by his guidance, presents a revision of a book originally published in 1922. In his preface, the author lists a few of the world's outstanding developments in archive economy and archive activity since 1922, with American achievements set forth in a gratifying prominence. With the inspiration of this general forward movement upon him, Mr. Jenkinson has revised his former work to its very foundations.

The peculiar force of Mr. Jenkinson's work is its subjectiveness. Throughout the book, he is thinking aloud as an archivist on his way through an archivist's problems. For that reason, any archive administrator capable of understanding the English language, even though he had not the faintest idea of what a "plea roll" looks like, may learn from Mr. Jenkinson the same logical approach to his own problems.

For archives, Mr. Jenkinson deduces the following definition: "A document which may be said to belong to the class of Archives is one which *was drawn up or used in the course of an administrative or executive transaction (whether public or private) of which itself formed a part; and subsequently preserved in their own custody for their own information by the person or persons responsible for that transaction and their legitimate successors.*

"To this Definition we may add a corollary. Archives were not drawn up in the interest or for the information of Posterity."

Proceeding from this definition, Mr. Jenkinson regards the archivist's function as not merely to protect his treasures against the tooth of time or to guard them against theft; his is the high and sacred trust of being the guarantor of their indefinite preservation without alteration or emendations of any sort. An archive out of an archivist's custody is suspect for the period during which it was on its own without official supervision. As might be inferred from his definition, Mr. Jenkinson is very severe on historians or on archivists having the historical point of view. An interest in history might tempt an archivist into partiality to one set of his charges, rather than another. It might even tempt him to rearrange them according to current fashions of history writing, to the great detriment of their future well being. "In relation to his charges the Archivist should be a modern only so far as strictly modern

questions of buildings, custody, and the like are concerned: for the rest he should be all things to all Archives, his interests identified with theirs, his period and point of view theirs" (p. 124).

Mr. Jenkinson gives precious and suggestive counsels as to the accessioning and filing of acquisitions, as to specific methods of arrangement and shelving, as to finding lists and methods of checking archives out for consultation by students. He expounds with clarity the principle of *respect pour les fonds* in archive arrangement. He discourses with telling detail on the evil effects of rearrangement and reclassification according to the ideas in current fashion. He emphasizes the importance of an accession list to serve as a permanent guide to the order in which the documents were originally received. Where rearrangement is essential he insists it is a job for a master and not for an apprentice. Interesting is his differentiation of the physical rearrangement of documents for convenience and shelving and storage according to their size and shape, permissible so long as catalogues and control lists indicate their true relationships to each other.

Mr. Jenkinson confronts the modern problems of mass and of durable materials. He concludes that these are the problems of the public departments now engaged in making the archives of the future. On them he imposes the responsibility for the destruction of the nonessential, for the use of the register to obviate the necessity of preserving routine correspondence, for the destruction of duplicate office copies.

Despite Mr. Jenkinson's dismissal of posterity, there are certain aspects of the matter that trouble him. He recognizes the fact that there are business offices in which the real business is done by telephone and other conversations of which no record is preserved. He would admit that the formal routines of a department may actually and deliberately conceal what has been done. For this he can offer no remedy save virtuous admonitions to the officials concerned. The public official should have no eye to the good or bad opinion of posterity in what he records and delivers to the custody of the archivist; in case he wilfully covers his tracks, Mr. Jenkinson can see no real remedy.

At this point, the reviewer ventures to slip from the attitude of the archivist to that of the historian. In dealing with the past, it has to be borne in mind that past ages had the archival sense even less than the present. Intermittently, in English history, you find the tacit understanding that a secretary of state on leaving office may take his papers with him to guard his head against an impeachment engineered by his successor. On the death of the ex-secretary, the king lays hands on all his papers, public and private, finally returning to the heirs what he sees fit. Secretaries of state in the nearer past used their own judgment in determining what were their public and what their private papers, and some times their judgment is such as to leave the groveling historical student with the bare archival record of what they finally did.

One final problem may be suggested to puzzle the brains of persons intent on reasoning logically on archives. Partly under Mr. Jenkinson's custody in Chancery Lane, is the official record of the Peace of Paris of 1763, the climax of fifteen years of diplomatic and military contest between France and England. The presumptuous student who ventures to interrogate the archival record of diplomacy finds for the most only the barest official exchanges in the Public Record Office. If he journeys to the British Museum, among manuscripts merely historical he will find in the Duke of Newcastle's papers copies of the vast mass of illuminating private correspondence between ambassador and secretaries and may learn what was really going on. Even the official correspondence with the English ambassador at Versailles for July-December, 1754, is missing from the Public Record Office because more than a century and a half ago the Earl of Shelburne borrowed it and never got around to returning it.

And worse remains behind. The records of the essential negotiations by which the Treaty of 1763 was made are not in London at all; they are not even in Paris. They are in Ann Arbor, Michigan, in the form of a copy made for the Earl of Shelburne (which apparently he never bothered to read) from a copy in the hands of the younger Comte de Viry of a part of the correspondence which passed between the elder Comte de Viry, minister of Sardinia at London, and the Sardinian ambassador at Paris. They embody the most scandalous and the most informing communications from French to English ministers and vice versa, transmitted through the hands of these most unhonest Sardinian brokers. Where among these sources do archives leave off and historical manuscripts begin?

THEODORE C. PEASE

SHORTER NOTICES

A fifty-one page *Inventory* of the archives of Minidoka County, Idaho, has been issued by the Historical Records Survey—Vardis Fisher, state director.

The records of the Illinois and Michigan Canal, preserved in an old frame office at Lockport, Illinois, have been sorted, catalogued, and indexed by R. D. Ochs, under the direction of the National Park Service. The 109 page volume, *The Historical Source Material in the Illinois and Michigan Canal Office, Lockport, Illinois*, lists and describes briefly the maps, field reports, legal documents, letter books, commissioners' reports, leases, and all other material concerning the canal from its beginning in 1822 to the present day. There are over 10,000 separate items in the office, a few stored in the vault, the rest stowed away in the rat-infested attic.

An *Inventory* of the archives of Fayette County, Kentucky, has been made by Mrs. Frances F. Cassidy and Miss Margaret Stevens, and published by Walter M. Hoefelman, state director of the Historical Records Survey. An excellent map of the section illustrating the boundary disputes is included. There are 121 pages.

The *Inventory* of the archives of Allegany County, Maryland, prepared under the direction of Walter F. Meyer, of the Historical Records Survey, and Dr. M. L. Radoff, editor of the Survey for Maryland, contains in the first section a historical sketch of the county from the date of its erection in 1789, a descriptive outline and charts of the evolution of Maryland county government, 1634-1776, and an account of the facilities provided for and the care taken of the Allegany records. In the second section, information is given concerning the history of each county office—county commissioners, circuit court clerk, orphans' court and register of wills, juvenile court, people's court, justices of the peace, etc.—and the duties of the present incumbent as defined by law. An inventory of the archives follows. Notes on the history of half a dozen towns and a list of their archives are also included. There are eighty-six pages.

Two interesting volumes, an index to *Proclamations of Massachusetts Issued by Governors and Other Authorities, 1620-1936*, have been compiled by the Massachusetts division of the Historical Records Survey.

The widest variety of subjects was covered by the proclamations. Days of Thanksgiving were appointed for plentiful harvests, the safe arrival of ships, the defeat of enemies, etc. Fast days were decreed because of the "Vanity, profaneness and disobedience of the rising generation . . . ," because of drought, smallpox, and caterpillars, for the success of the colonists in wars with the French and Indians, and for humiliation before God.

For each document, the index gives, if known, the date of proclamation, the date appointed, the location of the document, and a description of it (whether it is an original, a handbill, newspaper clipping, transcription, photostat, facsimile, or press copy). These volumes, numbered consecutively, contain 354 pages.

As a part of the Historical Records Survey a thirty-one page mimeographed volume of *General Legislation Concerning Counties in Minnesota* has been issued by Jacob Hodnefield, state director. Intended as an introduction to the inventories of the county archives, this book gives the history of the establishment and development of government of the Minnesota counties and summarizes all legislation for the various county offices—board of county commissioners, auditor, register of deeds, clerk of the district court, judge of the probate court, and so on down through the offices of surveyor, engineer, board of health, and nurse.

The survey of the archives of Amite County, Mississippi, which resulted in the publication of an eighty-five page inventory by the Historical Records Survey, was begun January 8, 1937, and completed March 24, 1937. Mrs. Norma Hardy, who with her husband did most of the research, reports that the records are in good condition although the courthouse, built in 1840, is not large enough to house archives accumulated for 128 years.

Under the direction of James G. Dunton, of the Historical Records Survey, and the technical supervision of Dr. William D. Overman, state archivist of Ohio, there have been issued inventories of the archives of the Ohio counties of Cuyahoga (Cleveland—347 pages), Hamilton (Cincinnati—311 pages), Lucas (Toledo—138 pages), and Trumbull (Warren—128 pages). All include the same kind of information, though the volumes for Hamilton and Cuyahoga are more elaborate than those for the smaller counties. In each there is a historical outline of the county, a description of Ohio county government with charts illustrating its development since 1810, a report on the housing, care and accessibility of the records, and a history of the local archives with a comprehensive and descriptive list of them. Records in the volumes for Cuyahoga and Hamilton are indexed chronologically by decades as to date of origin, and again in the usual subject index. The inventories for Lucas and Trumbull have only the subject index.

NEWS NOTES

In the death of J. Franklin Jameson at Washington, September 28, 1937, the Society of American Archivists shares a loss with historical interests throughout the world; thousands of persons have a common grief in the taking away of a dear friend. Every member of the historical profession in the United States must in proportion to his capacity be conscious how different the standards and ideals of his profession are because Dr. Jameson lived, how enlarged are the opportunities for competent achievement because of his life work. In particular, the members of the Society need no reminder as to how great and unique was his contribution toward placing the profession of the archivist in the United States where it is today. No vita within the scope of this journal could possibly do justice to Dr. Jameson's life work; it seems wisest to intrust his obituary to the memories and meditations of the reader.

Dr. Dunbar Rowland, southern historian and author, founder and director of the Mississippi Department of Archives and History, and secretary of the Mississippi Historical Society, died at his home in Jackson, Mississippi, November 1, 1937, at the age of seventy-three. He was one of the South's leading scholars, and widely known for his historical erudition and culture. His interest embraced a wide field in history. In England, France, and Spain he selected for transcription much archive material for American history. Much of this material he published in the *Publications* of the Mississippi Historical Society.

Dr. Rowland was an active member of the American Historical Society, a former president of the Mississippi Valley Historical Society, and one of the leaders in the movement for the establishment of the National Archives in Washington. He was the author of the act of Congress that opened up the Confederate archives in the War Department at Washington for the use of historians and patriotic societies.

Among his historical publications perhaps the best known is *Jefferson Davis, Constitutionalist, His Letters, Papers, and Speeches*, 10 volumes, (1923). Some of his other works are: *A Symposium on the Place of Discovery of the Mississippi River by Hernando de Soto*, (1927); *Official Letter Books of W. C. C. Claiborne, 1801-1816*, 6 volumes, (1917); and the *History of Mississippi, the Heart of the South*, 2 volumes, (1925).

Dr. Tikhon Lavrischeff, research professor at the University of Alaska at Juneau, and a member of the Society of American Archivists, died at Washington, December 5, 1937. He was born at Samara in Russia in 1896 and served as an officer of the Russian Army in the World War. He came to the United States in 1922, was ordained a priest of the Orthodox Church, and served as an educational missionary in Alaska. He was on leave of absence from the University of Alaska and engaged, as a member of the Rockefeller Foundation, in compiling data for a history of Alaska.

Dr. William D. McCain, of the Classification Division of the National Archives, has been elected director of the Mississippi State Department of Archives and History, to take office January 1, 1938, succeeding the late Dr. Dunbar Rowland.

Dr. William D. Overman, for three and one-half years curator of history and state archivist at the Ohio State Archaeological and Historical Society, has accepted a position as archivist at the Firestone Tire Company in Akron, Ohio. This appointment is of importance as an indication of the growing interest in the care of business archives. Dr. Overman is particularly concerned with the problems of selection of material for disposition and preservation, and with the arrangement of materials conducive to the study of business history.

Professor Frederick C. Packard, Jr., of Harvard University, has been made a member of the Committee on Motion Pictures and Sound Recordings.

The first regional gathering of members of the Society of American Archivists was held at Washington, D.C., on December 4, when sixty-one members met at the Department of Agriculture cafeteria for an informal discussion of "Guides and inventories—what should they contain?" Dr. Luther H. Evans, vice president of the Society, presided. The remarks, which dealt with descriptions of archival material, arrangement of entries, indexes, and other phases of the topic, were contributed by Mr. Herbert E. Angel, Dr. Preston W. Edsall, Dr. Solon J. Buck, Dr. Theodore R. Schellenberg, Prof. St. George L. Sioussat, and Dr. Jean Stephenson.

The Archivist of the United States announces the appointments of W. R. Willoughby, formerly a deputy examiner in the Division of Accessions, as chief of the Division of Treasury Department Archives; Dr. James R. Mock, formerly professor of history in Findlay College, as a classifier; and Gerald J. Davis, sometime professor of political science in the University of Santa Clara, as assistant in the Division of Justice Department Archives.

Mr. Gaston L. Litton, formerly state director of a WPA project on Indian historical manuscripts for the University of Oklahoma, has joined the staff of the National Archives as an assistant in the Division of Treasury Department Archives. Mr. Fred P. Todd, sometime curator of military history at the Museum of the City of New York, regional director for New York of the Survey of Federal Archives, and secretary and editor of the Military History Foundation, has joined the staff of the National Archives in a similar position connected with War Department Archives.

The records of the Department of Justice and of the Attorney-General of the United States from their beginning to 1903, with the exception of personnel records, have recently been transferred to the National Archives. The collection includes correspondence with United States marshals and district attorneys, correspondence with other agencies of the government, opinions of the Attorney-General, docket books and a few papers relating to French spoliation cases (1885-1903), records relating to California land grants (1851-1858), records of cases before the Spanish Treaty Claims Commission of 1901-1910, and correspondence and other records of the Solicitor of the Treasury (1821-1888). The last group of records was originally accumulated in the Department of the Treasury but was transferred a few years ago to the Department of Justice.

Among other archival materials recently received are sixty-five volumes of records of the United States District Court for the Eastern District of North Carolina, 1791-1913, including dockets, calendars, minutes, records of copyrights (1796-1802, 1811-1857), and correspondence and other records of the North Carolina Lumber Company of Tillery, North Carolina (1905-1908); scientific records of the United States Coast and Geodetic Survey, 1832-1934, consisting of tide readings, sounding records, seismograph readings, and magnetic observatory records; records of the Commission of Fine Arts that relate to completed projects, 1910-1936; minute books of the United States Shipping Board and the Merchant Fleet Corporation, 1917-1936; consular reports on trade, shipping, and politics, 1925-1931; and motion-picture films, some with sound track, illustrative of activities of the Department of Agriculture, the Bureau of Fisheries, and the Federal Bureau of Investigation.

The Maryland Hall of Records

The Hall of Records at Annapolis, Maryland, was planned as a part of the Tercentenary of Maryland (1634-1934). It occupies a corner of the St. John's College campus and is built in colonial style to harmonize with the buildings of the college: the site was deeded to the state by the college. The building is approximately eighty feet square, and consists of three floors and the basement. Much of the flooring in the building comes from old colonial houses in Maryland, and the furniture, although modern, is in colonial style. The mahogany stairway is copied from a celebrated colonial house in Annapolis.

The stack is air-conditioned; it is in six tiers. Tier number 6 is unfinished and is used at present as a storeroom. The finished space now available can hold approximately 27,500 cubic feet of manuscripts. All of tier number 1 and half of tier number 2 are allotted to the Land Office, which has charge of land and chancery records. The Hall of Records has shelf space for approxi-

mately 19,250 cubic feet of records. On October 1, 1936, one year after the hall opened, it contained approximately 4,600 cubic feet of manuscripts.

The manuscripts are flattened, placed in folders and then in specially constructed containers of heavy board covered with waterproof cloth. As rapidly as possible, manuscripts in urgent need of repair are being treated in the Repair Division. The crêpelining method is used here, though for late documents after 1840, and perhaps for some prior to that date, it is hoped eventually to install the laminating method.

Materials now in the Hall of Records include the records of the Court of Appeals and of the Provincial Court which preceded it; they are very extensive and date from 1679. The Provincial Court continued until the Revolution, when it was transformed into the General Court which was finally suppressed in 1818. The material is partly bound and partly loose papers; judgments, judicials, decrees, opinions, etc. Much of this material has been placed in containers, but many thousands of documents are still unfiled.

The hall also contains the recorded laws of the state of Maryland, all bound and dating from 1638 to 1927, as well as engrossed laws signed by the governor dating from 1732. Papers of the State Treasury, Controller's Office, Tax Commission, the Adjutant General, and the Banking Commission, partly bound and partly unbound, are stored in the hall. Most of one deck is reserved for county documents, although the only counties that have yet availed themselves of the opportunity of placing documents in the hall are Anne Arundel and Baltimore counties.

On the county deck four alcoves are set aside for two special collections. These are:

1. Minutes of the governor and council dating from 1637 to the end of provincial rule, together with the journals of the upper and lower house of the legislature known in Maryland as the General Assembly.

2. The celebrated "Rainbow Series," consisting of books bound in red, brown, black, and blue. The Red Books cover in general the period of the American Revolution. The Brown Books consist of papers of Washington, Smallwood, Gist, and Williams, certain military papers, and communications signed by foreign officers in the service of the American Army during the American Revolution. The Black Books are known as Provincial Papers and date from 1701 to the beginning of the nineteenth century. One document in this series is dated 1636. The Blue Books consist of broadsides, material relating to the Maryland bank stock in the Bank of England, etc.

These two collections were loaned by the state government to the Maryland Historical Society in 1883, and that society was made their custodian until the state should request their return. The society was given an annual subvention by means of which it was enabled to repair, mount, and bind these manuscripts which now fill eighty volumes.

The index cards of Administrative Accounts are now being typed and will soon all be in the catalogue files. Some nine volumes of the Provincial Court judgments have been indexed, and almost all the unbound Tercentenary Papers. There are, perhaps, 30,000 cards waiting to be typed. It has been impossible to do this earlier for lack of proper assistance. Cards for the recorded wills are already in situ. The cards of the Hodges Marriage Index are also being used daily.

North Carolina

The Southern Historical Association held its third annual meeting in Durham and Chapel Hill, North Carolina, November 18, 19, and 20. The evening session of November 18 was held jointly with the North Carolina State Literary and Historical Association. Among the numerous papers presented were several of interest to archivists—"What the WPA Is Doing for the History of the South" by Philip M. Hamer, the National Archives, and "The Southern Collection of the University of North Carolina," by J. G. de Roulhac Hamilton, University of North Carolina.

The officers of the association elected for the ensuing year are as follows: president, Philip M. Hamer, the National Archives, Washington, D.C.; vice president, Charles S. Sydnor, Duke University, Durham, North Carolina; secretary-treasurer, Fletcher M. Green, University of North Carolina, Chapel Hill, North Carolina.

The North Carolina Historical Commission will occupy the entire first floor and one-half of the basement floor of a new five-story state building now under construction in Raleigh. These new quarters have been carefully designed to meet the commission's needs for adequate space for archives, a search room, staff offices, and a historical museum. The building will cost approximately $500,000, and is expected to be ready for occupancy within a year.

The WPA project of the North Carolina Historical Records Survey has completed its field survey of the public records of the one hundred counties of the state. The lists of county records prepared by the Survey are being published by the North Carolina Historical Commission in a series of volumes edited by Dr. C. C. Crittenden and Mr. Dan Lacy, state director of the project. The first of these volumes, including an introductory study of county records in North Carolina and lists of the records of twenty-four counties, is now in press and will be released shortly. The second and third volumes of guides to county archives and a volume containing descriptive catalogues of manuscript collections in the state are now in preparation.

The North Carolina Historical Commission, under the supervision of Mr. D. L. Corbitt of its staff, has for the last twenty months sponsored an NYA project which has been abstracting the marriage bonds in its archives. There are approximately 650 boxes of these bonds of which five hundred boxes have been abstracted and rechecked. Abstracts of 120 boxes have been alphabetized

and prepared for typing the indexes. The youths have also abstracted fifty-three boxes of early land grants, and they are now preparing an index to John W. Moore's "Roster of North Carolina Troops in the War between the States."

Between February, 1936, and June 30, 1937, the Survey of Federal Archives, operated as a project of the WPA, surveyed the records of approximately 950 sets of records of federal agencies in North Carolina. Information was collected concerning the location, bulk, contents, and storage conditions of more than fifty-three thousand linear feet of records. Condensation of this data into an easily usable descriptive inventory, and research into the history, organization, and operation of federal agencies in the state, was in process when the project, under sponsorship of the North Carolina Historical Commission, passed under the jurisdiction of the WPA of North Carolina. The state WPA project is now completing the work.

The new Hall of History Building in Winston-Salem, North Carolina, has been completed. It is a three-story brick structure which cost $32,000. The funds were furnished by the PWA and local citizens.

On Tuesday evening, October 19, Mayor W. T. Wilson delivered the keys of the building to A. H. Bahnson, chairman of the building committee, and a ninety-nine year lease to Rev. Douglas L. Rights, president of the Wachovia Historical Society. The society will maintain the Hall of History.

The new building will be equipped with cases and fixtures and ready for occupancy by the first of the year.

South Carolina

Last year the South Carolina Historical Commission moved into the World War Memorial Building. The new quarters are small, but are larger than those previously occupied. The records of the commission have not been catalogued, but they are more accessible than they formerly were.

In South Carolina, Beaufort, Colleton, Dorchester, Florence, and Richland county courthouses have been rebuilt or remodeled so that they not only are fireproof but provide larger quarters for the county records.

The Historical Records Survey of South Carolina has greatly stimulated interest in the preservation of historical records, and public officials and custodians of church records have been responsive and co-operative in this project.

Florida

The Historical Records Survey and the State Archives Survey of Florida have located many letters and manuscripts of Prince Achille Murat, among which are some diaries and articles. The surveys have also catalogued a number of private libraries which contain important historical material. A history of the beginnings and changes of the various counties and the names of all

incorporated towns which have existed in Florida have been compiled, and many old and important maps located. The Florida Historical Society has begun to exhibit manuscripts, rare books, maps, and old newspapers at its meetings, which have begun to awaken the people of Florida to the importance of the care and preservation of their historical resources.

Indiana State Library

Mrs. Louise Williams has been added to the staff of the Division of Archives, Indiana State Library.

The WPA project for filing documents in the State Department of Education has been continued; this enables the division to proceed with sorting and filing all documents recently received. Otherwise nothing could be done except sorting documents received.

Under an act passed in 1935 (Acts 1935, pp. 1035-1037) no documents can be removed from the files in which they originate until three years from date of their origin. Transfer of records to the Archives and destruction of records can be effected only by the authorization of the Commission of Public Records, consisting of the governor, the secretary of state, the state examiner of the State Board of Accounts, the director of the State Library, and the director of the Historical Bureau. Governor M. Clifford Townsend has been elected chairman of this commission.

Illinois State Library

New appointments to the Archives Division include: document archivist and cataloguer, Mr. S. Ambrose Wetherbee, formerly cataloguer, Illinois State Historical Library; photographer, Mr. Marinus Hanson, formerly photographer, Historical Records Survey, WPA; secretary, Mrs. Margaret Nieman.

Missouri

Mr. Gilbert Knipmeyer has been appointed state archivist of Missouri under Secretary of State Dwight H. Brown. He has moved the records to St. Louis where he is arranging and repairing them with WPA assistance.

Wisconsin

The State Historical Society of Wisconsin has acquired the following groups of archival material within the last year:

Executive Records. The executive department has transferred a great collection of its papers dating from the establishment of the territory of Wisconsin in 1836 to 1910. The records of this department now in the society's possession consist of 218 file boxes and 176 volumes. They contain practically complete sets of letters received and letter books, also correspondence and record books in the matters of state lands, land grant railroads, timber inspection, expositions

and congresses, fires and floods, strikes and riots, immigration, Indian affairs, military affairs, appointments, and a variety of short-lived activities of the governor's office, as well as twenty-five boxes of periodic and special reports from state departments, antedating and supplementing their published reports.

Insurance Commission. Correspondence of the commission from 1920 to 1927.

Secretary of State. A collection of letters dating from about 1840 to 1865, in many cases addressed to the governor and turned over to the secretary of state for reference and filing. The letters deal with petitions and applications for minor positions, queries on state lands, applications for pensions, and routine matters.

Lumber Inspectors' Record Books. The Historical Society is making a search for the records of the Wisconsin lumber inspector, an office created about 1860 to regulate the survey and measurement of logs and lumber. Since there were seventeen districts in the state at one time and the term of each appointee was for two years, the records are numerous and widely scattered. The record books for three of these districts have been retrieved within the last few months.

Local Government Records. The Society has added to its collection of county, town, village, and school district records several small groups of miscellaneous records, mostly of an early date. Among these recent acquisitions is a set of eighteen volumes of abstracts of land transfers and mortgages from the office of the Green Lake county register of deeds, dating from the establishment of the county to 1902.

With the help of WPA workers the Historical Society has completed the index to the federal census volumes for Wisconsin for the years 1820 to 1860 inclusive, and is now engaged in a similar index of the 1870 census.

ABSTRACTS OF ARCHIVE PUBLICATIONS

WESTERN EUROPE

Archivalische Zeitschrift[1]

Although this periodical is the leading professional journal of all German archivists, it is the official publication of the *Bayerische Archivverwaltung* (Bavarian archives administration). It has been published at irregular intervals, usually every one or two years, since 1876. Its present editor is Dr. Wilhelm Fürst, the *Staatsarchivdirektor*, Nuremberg. It is printed at Munich by Theodor Akermann.

According to an introductory statement in the first issue, the *Archivalische Zeitschrift* was designed to publish articles on the following subjects: (1) the organization, administration, and history of archives; (2) the contents of archives, their accessibility to research workers, and the various purposes they may serve; (3) the latest achievements and developments of archival technique.

In the period before 1914, the journal contained general articles and also addresses delivered at the conferences of professional organizations, critical reviews of archival literature, brief communications on archival topics, and obituary notices of deceased colleagues.

Publication was suspended during the decade 1914-1924. With its revival in the issue of 1925 (Volume XXXV), new editorial policies were adopted. Articles on the contents of archives and of general historical interest were excluded; contributors were required to confine themselves to subjects in the general field of archive economy. Inventories, catalogues, and lists of published records were to be published only in supplements.

This change provided more space for the treatment of the following subjects: archival administration; theoretical and applied archive science; history of record keeping; archives buildings and equipment; inspection and control of archival material; care and preservation of local and ecclesiastical archives; collecting and sifting records for preservation; the disposition of records unworthy of preservation; accessibility of archival material to research workers; classification, indexing and calendaring of archives; repair and conservation of archives; archival literature; news of archival establishments and their personnel; archive legislation, etc.

Above all the new policy was to break away from the provincial attitude of former editors, to give equal attention to all German-speaking countries and to follow important developments in every country.

As a result of this editorial policy the *Archivalische Zeitschrift* now serves as a clearing house for information of value to all archivists. To acquaint American scholars with this valuable source of information the following abridgment of the latest issue (1936) has been prepared.

BRAKMANN, ALBERT, Eröffnungsansprache zum 25. Deutschen Archivtag in Wiesbaden (Opening address at the twenty-fifth German archives conference at Wiesbaden). A.Z. 44: 1-5 (1936).

The speaker, *Generaldirektor des Preussichen Staatsarchivs*, calls attention to the need for official protection to private records as a result of vigorous measures taken to provide protection against aerial bombardment, measures which include the clearing of attics and other storage places of old records. He announces that the government is inaugurating

[1] This abstract was planned by Dr. Luther H. Evans, who, along with Dr. Solon J. Buck, supervised its preparation. The summaries were drawn up by Dr. Andrew C. Albrecht, under the supervision of Dr. George M. McFarland.

an intermediate archival service to relieve the trained archivists of the burden imposed by the genealogical investigations of the national office of racial investigation.

BESCHORNER, HANS, Hundert Jahre Sächsisches Hauptstaatsarchiv (Centenary of the central state archives of Saxony). A.Z. 44: 6-10 (1936).

Dr. Beschorner is director of the *Staatsarchiv*, Dresden.

DEMETER, KARL, Reform und innere Verhältnisse des alten Mainzer Reichsarchivs (Reform and organization of the old imperial archives at Mainz). A.Z. 44: 11-23 (1936).

The author is *Archivrat und Leiter der Reichsarchivabteilung*, Frankfort on the Main.

ENGEL, WILHELM, Johann Friedrich Schannat. I. Teil: Leben und Werk (Johann Friedrich Schannat. Part I. His life and work). A.Z. 44: 24-103 (1936).

Dr. Engel, *Universitäts Professor, Referent im Reichswissenschaftsministerium*, Berlin, here contributes the first half of his treatment of a typical scholar and historian of the Baroque period in Europe. Schannat, who lived 1683-1739, traveled extensively about Europe searching out manuscripts and other source material of which he discovered a great deal. The climax of his career was reached with his appointment as court-historian at Fulda. He then began to write his well-known history of that city, *Corpus Traditionum Fuldensium*. Another distinguished work of his is a history of the city of Worms. The present article is written from the point of view of an archivist and emphasizes his achievements in the publication of records. Part II. *Werk und Nachlass* (Work and literary remains) is to be published soon.

DEMETER, KARL, Privat Wirtschaftsarchive in Berlin (Private business archives in Berlin). A.Z. 44: 104-112 (1936).

See note on author above. He states that only the *Siemens-Archiv* is a real archives establishment set apart from the regular recording offices. Other firms designate as archives, systematic collections of newspaper articles, business reports, legal regulations, etc. He calls attention to a fire protective device at the *Siemens-Archiv* which automatically fills the air with carbonic acid gas when the temperature reaches a certain point. It has never been tested in an actual fire.

SABBE, ETIENNE, Wirtschaftsarchive (Business archives). A.Z. 44: 113-130 (1936).

The author is *Archiviste-Paléographe aux Archives générales du Royaume*, Brussels.

JUDGES, ARTHUR VALENTINE, Wirtschaftsakten, ihre Sicherung und Benützung in England (Business records, their preservation and use in England). A.Z. 44: 131-137 (1936).

The author, a lecturer in economic history at the University of London, discusses the stimulus given to researches in his field since the government has undertaken tariff reform, and labor has entered politics. He describes the development of research techniques, calling particular attention to the types of business records that have come into the possession of official custodians. Finally, the genesis, organization, purposes, and policies of the Council for the Preservation of Business Archives, of which the author is secretary, is described.

TUNSTALL, W. C. B., Englische Marinearchivalien und die Tätigkeit der Gesellschaft für Marinearchive (The archives of the British navy and the activity of the Navy Records Society). A.Z. 44: 138-143 (1936).

Mr. Tunstall, the honorary secretary of the Navy Records Society, Greenwich, England, describes briefly the extent and characteristics of the official and other collections of naval records, indicating what portions have been published.

JENKINSON, HILARY, Ziele und Arbeiten des britischen Archivverbandes (Aims and activities of the British Records Association). A.Z. 44: 144-148 (1936).

The writer, who is assistant keeper of the public records and reader in diplomatics and archive science at the University of London, describes the origin of archives in England

and sketches the history of the steps taken to preserve them. For the most part the article describes the aims of the British Records Association, which was formed in 1932 and consists of all organizations and individuals interested in the preservation of records, official, ecclesiastical, or private. By means of regular publications, correspondence, and yearly conferences, the association aims to secure for members the best advice upon practical problems ranging from the building of storage quarters to the publication of records. Foreigners interested in archive science and practice in England are invited to join. The individual's annual fee is five shillings, institution's, one pound. The address is: Honorary Secretaries, British Records Association, Institute of Historical Research, Malet St., London, W.C.1.

SEIDL, JAKOB, Archivalienschutz in Österreich (Governmental protection of archives in Austria). A.Z. 44: 149-163 (1936).

The author is *Oberstaatsarchivar am Haus-, Hof-, und Staatsarchiv*, Vienna.

LAMPE, WALTHER, Das kirchliche Archivwesen (Ecclesiastical archive economy). A.Z. 44: 164-171 (1936).

Dr. Lampe is *Oberlandeskirchenrat*, Hanover.

BURKHARD, HANS, Die Frage des Luftschutzes für Archive und Akteien (The problem of protecting archives and record offices against air raids). A.Z. 44: 172-180 (1936).

The author is *Staatsarchivrat I. Kl.*, Munich.

ZERNICH, FRANZ, Über dem Einfluss von Gaskampfstoffen auf Archivalien (The effect of war gas upon archives). A.Z. 44: 181-185 (1936).

The author is *Privatgelehrter*, Würzburg.

KLEBEL, ERNST, Diplomatische Beiträge zur bayerischen Gerichtsverfassung (Contributions in diplomatics on the judicial system of Bavaria). A.Z. 44: 186-232 (1936).

Dr. Klebel is *Dozent an der Universität*, Würzburg.

HUTER, FRANZ, Die Gründungsaufzeichnungen von St. Michael a.d.E. (Records concerning the foundation of St. Michael on the Etsch). A.Z. 44: 233-249 (1936).

The author is *Staatsarchivar am Haus-, Hof-, und Staatsarchiv*, Vienna.

VON GLADISS, DIETRICH, Die Urkunde König Heinrich IV für das Chorherrenstift St. Pölten von 1058, Oktober 2 (The charter issued by King Henry IV, October 2, 1058, for the cathedral and seigniorial chapter house of St. Pölten). A.Z. 44: 250-263 (1936).

PUCHNER, KARL, Das Recht des Staates an seinen Archivalien, Bericht über Massnahmen der englischen Regierung (The right of the government to its archives, a report on the protective means taken by the government of Great Britain). A.Z. 44: 264-266 (1936).

Dr. Puchner, who is *Archivassessor*, Amberg, discusses the English experience in recovering documents lost by their abstraction from the files by retiring officials. The discussion centers about the Official Secrets Act of 1911, the various markings on cabinet papers such as "confidential," "secret," and "most secret," with their shades of meaning and the action that resulted from the publication of Lloyd George's *Memoirs* and Edgar Lansbury's *George Lansbury, My Father*. The conclusion is that the success of the measures taken to prevent official abstraction has not been great.

LOHLEIN, GEORG, Fälschungen von Wappenbriefen (Forgeries of letters of heraldry). A.Z. 44: 266-270 (1936).

The author is *Stadtischer Archivrat*, Nuremberg.

FÜRST, WILHELM, *Aktenkunde, ein Handbuch für Archivbenutzer mit besonderer Berücksichtigung Brandenburg-Preussens* (The science of documents, a manual for archive-users with special consideration of Brandenburg-Prussia [Berlin, 1935], by H. O. Meisner). A.Z. 44: 271-272 (1936).

This is a book review by the editor.

STRIEDINGER, IVO, Pontificia Scuóla Vaticana di Paleografía, Diplomática e Archivistica (The Pontifical School of Paleography, Diplomacy, and Archives at Vatican City). A.Z. 44: 273-274 (1936).

The author, *Direktor a.D. der staatlichen Archive Bayerns, Honorarprofessor an der Universitat München*, describes the purpose, curriculum, entrance requirements, and organization of the archive school at the Vatican City.

LIEBERICH, HEINZ, Eine Einführung in das englische Archivwesen (An introduction to English archive economy). A.Z. 44: 274-275 (1936).

This is a review of V. H. Galbraith's *An Introduction to the Use of Public Records* (Oxford, the Clarendon Press, 1934). Dr. Lieberich, *Archivassessor*, Spires, commends the book as evidence of the new era in English archival practice. Particular attention is given to difficulties that the Public Record Office has had with the principle of *provenance*. Detailed accounts of the most important recording offices, their business routine and functions, and their particular types of records are noted as forming the core of the book. The bibliography is criticized because it omits basic contributions to archival literature made by continental archivists.

NEUKAM, WILHELM, Archivwesen in U.S.A. (Archive economy in the United States). A.Z. 44: 275-279 (1936).

The article is merely a summary of the information contained in the *First Annual Report of the Archivist of the United States* by *Staatsarchivrat*, Nuremberg.

HOFMANN, MICHEL, Mitteilungen der Preussischen Archivverwaltung (Communications from the Prussian Archives Administration). A.Z. 44: 279-281 (1936).

The author is *Staatsarchivrat*, Bamberg.

FÜRST, WILHELM, and BARTHEL, L. F., Schweizer Gemeindearchive (Communal archives in Switzerland). A.Z. 44: 281-282 (1936).

This is a review of two articles on Swiss communal archives that appeared in Swiss periodicals. It is stated that the care and preservation of communal (local) archives is a problem of special interest to all European governments. The Swiss program of cooperation between the archives administration and the record offices which aims at training local officials in archive economy by means of special lectures and field trips is commended and its use elsewhere advocated. Dr. Barthel is *Staatsarchivrat*, Munich. See above for note on Dr. Fürst.

SEIBERG-ELVERFELDT, ROLAND, *Katalog des estlandischischen Generalgouverneursarchivs aus der schwedischen Zeit* (Catalogue of the archives of the governor-general of Esthonia during the Swedish period). A.Z. 44: 282-284 (1936).

This is a review of the above-titled publication of the Esthonian archive administration by the *Archivassistent*, Königsberg, East Prussia.

———, P. Johansen, *Libri de diversis Articulis, 1333-1374* (Tallinn [Reval], Est., 1935). A.Z. 44: 284 (1936).

A book review.

DUMRUTH, KARLHEINRICH, A review of *Drei Register aus den Jahren*, 1478-1519, by Burkhardt Seuffert (*Universitätsverlag* Wagner, Innsbruck, 1934). A.Z. 44: 285 (1936).

The reviewer is *Archivreferender*, Munich.

Schutz des Papiers gegen Sonnenlicht (Protection of paper against sunlight). A.Z. 44: 286 (1936).

This is a brief notice of a pamphlet published by the Swedish government on experiments regarding the above subject. The conclusion is that the destructive short-wave light-rays of the sun can best be kept from paper by means of common window glass which has been colored orange or selenic yellow.

VOLLMER, BERNHARD, Nachruf auf Robert Fruin (In memory of Robert Fruin). A.Z. 44: 287-289 (1936).

The *Staatsarchivdirektor*, Düsseldorf, here writes a review and appreciation of the professional career of the great Dutch archivist. In addition to an account of the genesis of the well-known manual *Handleiding voor het Ordenen en Beschrijven van Archieven*, Fruin's leadership in obtaining advanced archive legislation in the Netherlands and his activities in the international field of archival co-operation are discussed.

GUTBIER, EWALD, Nachruf auf Friedrich Küch (In memory of Friedrich Küch). A.Z. 44: 289-291 (1936).

The *Staatsarchivrat*, Marburg, writes an appreciation of Küch (1863-1935), a well-known member of the German archives service. Küch specialized in diplomatics, sphragistics, and heraldry. The work which brought distinction is a repertory of the *Politische Archiv des Landgrafen Philipp*. From 1914 until his death he was director of the *Staatsarchiv*, Marburg.

BESCHORNER, HANS, Nachruf auf Arthur Brabant (In memory of Arthur Brabant). A.Z. 44: 291-294 (1936).

In this *Nachruf* the director of the *Staatsarchivs*, Dresden, reviews the career of Brabant (1870-1936), who was a distinguished military historian. For his brilliant work in re-integrating the military archives of Saxony, which had been separated in 1896 from the rest of the archives, he was appointed *Oberstaatsarchivrat*. At the time of his death he was the representative of the director of the *Hauptstaatsarchiv*, Dresden.

Alphabetisches Verzeichnis der verstorbenen Archivare (Alphabetical list of deceased archivists). A.Z. 44: 294-298 (1936).

ANDREW C. ALBRECHT

ABSTRACTS OF ARCHIVE PUBLICATIONS

Eastern Europe

Levéltári Közlemények, XIV (1936)

The *Levéltári Közlemények* (Archival Communications), official journal of the *M. Kir Országos Levéltár* (Magyar National Archives), Budapest, Hungary, first appeared in 1923 as a quarterly journal, and is now published annually under the editorship of István Szabó, national under-archivist of the Magyar National Archives at Budapest, and under the supervision of Dr. József Herzog, general director of the same institution and Hungary's representative on the *Commission des Experts Archivistes* of the *Comité International des Sciences Historiques.*

Because of her geographic and political position in eastern Europe, Hungary maintains an interest in all developments within the borders of the Danubian states made up of her former national minorities and neighboring countries. This interest extends to and includes archival matters and is reflected in the contents of this official archival publication. As is indicated by the table of contents, this journal is of a highly scholarly nature, with a diversity of material on archival science and on sources of historical research. Because of the foregoing reasons, it was thought that an analysis of the publication would be of interest to American archivists.

An examination of the table of contents reveals that this periodical consists of three main divisions. In addition to articles by Hungarian scholars in the first part of the volume, the second part of this issue contains reviews of forty-two archival publications in nine languages: eighteen in German, seven in Magyar, four in Czech, three each in French, Dutch and Esthonian, two in Italian, and one each in Turkish and Polish. A third or *chronique* section is devoted to comprehensive surveys of archival activities and developments in European countries and archival establishments and institutions.

I Articles

In the following analysis of this section, the titles of all the articles are given, with English translations, in the order found in the Hungarian journal. Where the titles are misleading or the contents are of special interest to American archivists, the articles have been annotated. All of the articles are abstracted in French, German or English in an eighteen page supplement to this issue of *Levéltári Közlemények.*

Bánrévy, György, Az iratkezelés története Budán és Pesten 1686-1873 (The history of record handling in Buda and Pest, 1686-1873). 3rd installment. pp. 204-224. Abstracted in German in the supplement, pp. 15-16.

Csobán, Endre, A levéltár helyisége és berendezése (The location and equipment of archives). pp. 45-67. Abstracted in German in the supplement, pp. 4-5.

The author is the chief archivist of Debrecen *Város Levéltár* (Archives of the municipality of Debrecen). This article is based on Casanova's *Archivistica*, 2nd ed. (Siena, 1928); on Jenkinson's *A Manual of Archive Administration* (Oxford, 1922); on the personal observations of the author in archives in London, Berlin, Paris, Munich, Budapest, Rome and Naples; and on several articles in Hungarian and German periodicals. Attention is directed mainly to depositories—their equipment, lighting and heating, the arrangement of offices for proper and efficient functioning, and the physical protection of archives. The measurements and spacing of stacks and the nature of their construction in various European archives are described.

FÁRA, JÓZSEF, Zala vármegye levéltára (The archives of Zala County). 2nd and concluding installment. pp. 172-195. Abstracted in German in the supplement, pp. 12-14.

FEKETE, NAGY ANTAL, A levéltárak kialakulása (The formation of archives). pp. 23-36. Abstracted in French in the supplement, pp. 2-3.

A paper read at the congress of the Society of Magyar Librarians and Archivists in Budapest, October 2, 1936. The author is under-archivist of the Magyar National Archives. This article treats of the historical evolution of various archival collections of medieval origin in Hungary.

FŐGLEIN, ANTAL, A vármegyei notárius (The county notary). pp. 149-171. Abstracted in French in the supplement, pp. 11-12.

IVÁNYI, BÉLA, Trencsén vármegye levéltárai a vármegye multjára vonatkozó főleg középkori oklevelek szempontjából (The archives of Trencsén County mainly from the standpoint of medieval documents relating to the county's past). 1st installment. pp. 225-245. Abstracted in German in the supplement, p. 16.

JÁNOSSY, DÉNES, Nem állami levéltáraink védelme (The safeguarding of our non-government archives). pp. 105-135. Abstracted in German in the supplement, pp. 8-9.

The author is an official of the Magyar National Archives. This article is concerned with the legal and physical protection of non-government (communal, ecclesiastical, institutional, business, and family) archival collections in Hungary and with a historical résumé of activities in Austria, Germany, France, England, Italy, Belgium, Sweden and Switzerland designed to safeguard such collections.

KOVÁCS, LAJOS, A levéltár adminisztrációja (The administration of archives). pp. 37-44. Abstracted in German in the supplement, pp. 3-4.

A paper read at the congress of the Society of Magyar Librarians and Archivists October 3, 1936. The author is archivist of the Budapest *Székesfőváros Levéltár* (Budapest Capital City Archives). He deals exclusively with the administration of archives as a daily, mechanical, business routine and excludes such special work as the weeding and rearrangement of records. After the general catalogue, the key to the archival collections, the author considers the innumerable routine problems involved in the use of records for official and research purposes both outside and within the archives building.

MIJATIEFF, PETER, Török iratok Bulgáriában (Turkish records in Bulgaria). pp. 99-104. Abstracted in German in the supplement, pp. 7-8.

PÁLFY, ILONA, Nemzetközi levéltári szervezetek (International archival organizations). pp. 79-98. Abstracted in English in the supplement, pp. 6-7.

This article outlines the organization of the archives committees of the *Comité International des Sciences Historiques* and *Comité International de Coopération Intellectuelle*, giving the names of the members of each, and treats of all such matters as have come up before these committees for discussion. The archives committee of the former concerns itself with the interests of historical research, while the archives committee of the latter is undertaking the task of working out problems of archival techniques. *Internationaler Archivführer* (International Archives Directory), a publication of the first committee is restricted to information on the possibility of research in the archives of various states. While the *Guide* published by the other committee of experts on archives gives such information, it also includes problems in archival techniques of interest to archivists. This committee is also interested in the compilation of a comparative glossary of international archival terminology, the reproduction and exchange of paleographic documents, the training of archivists with plans for exchanging instructors, and the organization of film archives.

PAULINYI, OSZKÁR, Az iratok elhelyezése (The storage of records). pp. 68-78. Abstracted in German in the supplement, pp. 5-6.

The author is an archivist of the Magyar National Archives. This article deals with the custodial care of archival collections, which, according to the author, falls into two parts: first, the maintenance or preservation of the records, and second, rendering them accessible and available for research to the greatest possible extent. The author makes a very detailed study of these two problems in theory and as practiced by the Magyar National Archives. There is an illustration showing one form of carton for the storing of records.

Seidl, Jacob, A levéltári igazgatás és a levéltári anyag védelme Ausztriában (The administration of archives and the safeguarding of archival material in Austria). pp. 136-148. Abstracted in English in the supplement, p. 10.

This article is informative regarding the organization and administration of archival affairs in Austria, the regulatory methods used in safeguarding archival collections in the custody of Austrian archives, as well as governmental procedure provided for the preservation of communal, ecclesiastical, and private archives.

Szabó, István, A magyar levéltári irodalom feladatai (The tasks of Magyar archival literature). pp. 7-22. Abstracted in German in the supplement, pp. 1-2.

The author is the general director of the Magyar National Archives. This article points out that the concept of what constitutes archival literature as distinct from historical literature has undergone a change in the past few years. The author classifies archival literature into three groups: (1) archival science, administration, and techniques, (2) archive histories, guides to archival collections, and the like, and (3) administrational or governmental and departmental or institutional histories. These last-named histories are invaluable guides for both the custodian and user of the collections. A historical résumé of archival periodicals in both western and eastern Europe by countries is also included.

Vörös, Márton, A svéd levéltárügyről (Swedish archival developments). pp. 196-203. Abstracted in French in the supplement, pp. 14-15.

This article is based mainly on the author's sojourn and studies in Sweden as well as on several Swedish sources. It outlines the history, organization, legislation, government archival collections, personnel of archives administration, the literature of archival science, and plans for future arcnives buildings in Sweden.

Bottló, Béla, A lengyel levéltárnoki tanfolyam kiadványai (Publications of the study course of the Polish archivist). pp. 246-253. Abstracted in German in the supplement, p. 17.

This article summarizes the following five publications of *Komisja Wydawnicza Sekcji Archiwalnej Towarsystwa Miłosników Historji* (Publications committee of the archives section of the Society of History Patrons), which are listed under the heading *Wydawnictwa Kursów Archiwalnych* (Publications of the Archival Courses): Kaléński, Gustaw, *Brakowanie akt* (The weeding of records). Warsaw, 1934. 44 pp. Stosyk, Stefan, *Przepisy kancelarijne dla urzędów administracji publicznej w teorji i praktyce* (Official regulations for public administration offices in theory and practice). Warsaw, 1935. 45 pp. Manteuffel, Tadeusz, *Wykaz akt, wskazówki praktyczne* (Filing of records, practical index). Warsaw, 1935. 40 pp. Moraczewski, Adam, *Szycie akt, wskazówki praktyczne* (Binding of records, practical index). Warsaw, 1935. 34 pp. Siewierski, Wiesław, *Rejestracja sprzw. i obieg akt w urzędach* (Registration of mail and circulation of records in offices). Warsaw, 1935. 37 pp.

Rexa, Dezső, Pest vármegye 1841. évi levéltári szabályzata (Pest county archival regulations of 1841). pp. 253-260. Abstracted in German in the supplement, p. 17.

Takács, János, Az Oeconomicum Consilium szervezete 1707-ben (The organization of

the *Oeconomicum Consilium* in 1707). pp. 260-265. Abstracted in German in the supplement, p. 17.

II Reviews

In order to give a concrete example of the character of these reviews and of the importance of some of the works reviewed, an abstract is presented of a review of an archives manual published in Esthonia.

Liiv, O., ed. *Arhiivinduse käsiraamat* I-II (Archives Manual). 2 v. Tartu, 1933-1936. Reviewed by György Lakó, pp. 273-279.

Written by several experts on archives and edited by O. Liiv, director of *Riigi Keskarhiiv* (National Central Archives) of Esthonia. Part of the preface of the first volume is quoted to the effect that the work is not written exclusively for archives specialists but also to acquaint the general public with the nature and scope of archival work and developments. It is designed to serve as a reference book for those engaged in archival work. It has been adopted as the textbook in the philosophy course of the University of Tartu, where unusual attention is given to archival concerns.

In the first chapter, O. Liiv defines archives and central files, determining the distinction between "dead" or historic and "current" or functioning archives. The former have completed their activity and are not necessary to the daily routine administration of an office. "Current" or functioning archives, better known as central files, are still used in business transactions. From these central files, the older materials are transferred at stated intervals to the "dead" or historical section of the archives.

The second chapter relates to the history of archives in general, from ancient times to the archival complications that resulted from the formation of new boundaries and governments as an outcome of the world war, e.g. the seclusion of Esthonian archives in Russia.

The next short chapter discusses the problems of archival practice and scientific research.

The most extensive chapter of the first volume, written by A. Perandi, is on fundamental principles of old and new methods of archival arrangement. Today, the provenance method supersedes the old methods (alphabetical, chronological and by subject), and it has been generally adopted by Esthonian archives.

A long chapter is devoted to external archival forms and archival terminology, with definitions of series, volume, register, and document. A section on archival arrangement contains basic directions for accessioning, numbering, organizing, and placing of materials, with special reference to rearrangement of old archives. A separate chapter deals with cataloguing problems, the extent of the catalogue, the type of catalogue cards, and the data that should appear thereon. The author recommends auxiliary catalogues, e.g. person, place, and object indexes, and sets forth detailed directions for each.

The third part of the first volume, also the work of Perandi, discusses the protection and preservation of archives, with special attention to the building, stacks, shelves, the placing of archives in equipment, the use of archives by the general public, repair of damaged archives, and the principles of weeding. R. Kenkman discusses problems of archival publications and exhibitions in the appendix.

The first volume closes with a chapter on the duties and the training of archivists written by A. Tender. The author points out that the calling of the archivist is not as easy as is generally supposed. It entails great responsibility because it is difficult to control his work. Often a seemingly insignificant mistake or act of carelessness may bear grave consequences. An archivist's work is many-sided and hence requires a broad preparatory training.

While the first volume, the co-operative effort of four authors, treats of archival prob-

lems in general, the second volume, written by eleven men, deals exclusively with Esthonian archival developments. The first chapter, by O. Liiv, is a résumé of Esthonian history and the effect of Danish, Swedish, German, Polish, and Russian dominations on the nation's archives. The author points out that there are many Esthonian sources in the archives of these countries. Attention is also directed to Esthonian materials in Austrian, Latvian, and Finnish archives. Because of the lack of trained specialists in archival as well as other sciences in Esthonia at the time of the establishment of the independent state, Dr. Raphael Cederberg, Finnish historian, became a member of the faculty of the University of Tartu in the capacity of professor of the history of Nordic countries. To him is ascribed the credit for organizing Esthonian archival affairs on a definitive basis. Under his leadership and presidency the *Arhiivi Komisjon* (Archives Commission) was organized in 1920. This commission sponsored the erection of the *Riigi Keskarhiiv* (National Central Archives) in Tartu and the *Riigiarhiiv* (National Archives) in Tallinn.

A new archival era opened in Esthonia with the enactment of the Esthonian archival legislation of 1935. This legislation, which establishes the archival organizations and their functions and procedures, is reviewed in the next chapter by Jüri Uluots. Other chapters describe archival regulations for various archives and list the municipal, communal, ecclesiastical, and the more important private archives of Esthonia.

There are several chapters of general interest at the end of the second volume written by Liiv on the relation between archives and practical living, refuting the widespread belief that the two have nothing in common. Emphasis is placed on the importance of archives to science. Knowledge of the past, which is dependent on archives, is necessary to the proper evaluation of the independence of the state. The increasing interest in genealogical research in Esthonia is binding individuals to the nation with strong ties. Through genealogical research those biological and social tendencies which throw light upon the nation's formation and development are clarified. Also, the solution to many common everyday problems may be found in the archives. Therefore archives are not institutions totally alien to practical life. If well organized and accessible to the public, they serve the cultural and economic interests of the people in a large measure. When widely used, they possess a cultural and educational utility equal to that of libraries. Archives have their own specific place and tasks in every organized social order.

A chapter on genealogical research, by Yuhan Vasar, gives a history of its development, points out its extraordinary importance to Esthonians, and describes genealogical materials and their locations.

In another chapter, O. Liiv explains the duties and activities of archival deputies. Esthonian archival legislation provides for the appointment of honorary archival deputies. These appointments are made from among archivally-minded individuals in various localities and form a network over the entire country. Under instructions from the director of the *Riigi Keskarhiiv*, they visit local archives, give advice for their administration, and make periodic reports of their observations of the archives and archival materials and of local opinions regarding archival matters to the director. The deputies are sources of archival information for local individuals and institutions. Among their duties is the fostering of local historical and archival interests. This arrangement makes possible a channel of continuous communication between the interested laity and forums of experts.

The last two chapters are of practical interest. August Sildnix is the compiler of a glossary of Esthonian archival terminology with German and, in some cases, Russian equivalents and definitions in Esthonian. Esthonian archival terminology is new inasmuch as the administration of archival affairs in Esthonia was formerly conducted in the German or Russian languages. The new terminology is composed of terms taken from the Esthonian

vernacular and of words formed from borrowed Latin and Greek terms. In the last chapter Nigolas Loone presents bibliographies of general archival science, of Esthonian archival matters, and of auxiliary sciences related to archives.

This manual is worthy new evidence of the fact that little Esthonia with its population slightly in excess of a million is successfully fulfilling its cultural tasks. With the publication of this manual, Esthonia has surpassed many larger and wealthier nations.

GROSS, LOTHAR, *Die Geschichte der deutschen Reichshofkanzlei von 1559 bis 1806* (The history of the German imperial court chancery from 1559 to 1806). Vienna, 1933. 498 pp. Reviewed by Loránd Szilágyi, pp. 286-289.

HRUBÝ, VÁCLAV, *Úvod do archivní teorie i prakse* (Introduction to archival theory and practice). Prague, 1930. 324 pp. Reviewed by Alfréd Czobor, pp. 279-283.

MEISNER, HEINRICH OTTO, *Aktenkunde. Ein Handbuch für Archivbenutzer mit besonderer Berücksichtigung Brandenburg-Preussens* (Archival Practice. A handbook for archivists with special reference to Brandenburg-Prussia). Berlin, 1935. 186 pp. Reviewed by István János Bakács, pp. 283-286.

PECCHIAI, PIO, *Manuale pratico per gli archivisti delle pubbliche amministrazioni e degli archivi notarili* (Practical manual for archivists of public administration and notarial archives). 2nd ed., Milan, 1928. 567 pp. Reviewed by Endre Csobán, pp. 266-273.

STLOUKAL, KAREL, Česká kancelář dvorská 1559-1608 (The Bohemian Court-Chancery 1559-1608). *Rozpravy České Akademie Věd a Umění* (Dissertations of the Czech Academy of Arts and Sciences), Class I, No. 76. Prague, 1931. 176 pp. Reviewed by Béla Bottló, pp. 290-293.

MIKLÓS, ÖDÖN, Review article on the preparation and duties of archivists dealing with a debate appearing in recent numbers of *Nederlandsch Archievenblad*, pp. 301-303.

ARTONNE, ANDRÉ, La conservation des documents anciens et la création d'Archives de comté en Angleterre (The preservation of ancient documents and the creation of county archives in England). *Bibliothèque de l'École des Chartes*, 1932, pp. 186-193. Reviewed by György Komoróczy, pp. 310-311.

BAUER, OTAKAR, Jihoslovanská archivní úmluva s republikou Rakouskou (Jugoslavia's archival agreement with the Austrian Republic). *Časopis Archivní Školy*, IX-X, 24-45. Reviewed by Zoltán Miklósy, p. 301.

BITTNER, LUDWIG, Das Eigentum des Staates an seinen Archivalien nach dem österreichischen Allgemeinen Bürgerlichen Gesetzbuch (The property rights of the state in archival materials according to the Austrian General Civil Code). *Festschrift Hans Nabholz* (Zürich, 1934), pp. 299-328. Reviewed by István Szábo, pp. 299-301.

BOURGIN, G., Les Archives de Pologne (The archives of Poland). *Bibliothèque de l'École des Chartes*, 1932, pp. 193-196. Reviewed by György Komoróczy, pp. 306-307.

BURKARD, HANS, Die Frage des Luftschutzes für Archive und Akteien (The question of protecting archives and record offices against air raids). *Archivalische Zeitschrift*, 44 B (1936), 172-180. Abstracted in: *Korrespondenzblatt des Gesamtvereins der d. G. U. A-vereine*, 82 (1934), Nr. 2/3, p. 98. Reviewed by Elemér Vácz, pp. 315-316.

DEMETER, KARL, Weg und Wert archivalischer Forschung für den Offizier (Ways and values of archival research for army officers). *Wissen und Wehr*, Nr. 3 (1935), 162-167. Reviewed by Ödön Białoskórski, pp. 304-305.

DERSCH, WILHELM, Schlesische Archivpflege nebst einer Übersicht der Archive in Schlesien (Silesian archival economy in connection with the survey of archival establishments in Silesia). *Schlesische Geschichtsblätter*, pp. 1-26. Reviewed by Lajos Kovács, pp. 308-309.

EBELL, Niuwe banem (New Roads). *Nederlandsch Archievenblad*, 1933-1934, pp. 194-198. Reviewed by Ödön Miklós, p. 323.

EMBER, GYŐZŐ, *A commissariatus provincialis felállitása Magyarországon 1723-ban* (The organization of the *commissariatus provincialis* in Hungary in 1723). Reprint from the *Yearbook of Count Klebensberg Kuno's Magyar Történetkutató Intézet*, 1934. Reviewed by Béla Szabó, pp. 327-328.

HAMIT, KOŞAY, *Arşive nedir?* (What are archives?). Istanbul, 1936. 21 pp. Reviewed by Lajos Fekete, pp. 296-297.

MILKAU, FRITZ, ed., *Handbuch der Bibliothekswissenschaft* (Handbook of library science). 2. Bd.: *Bibliotheksverwaltung*. Leipzig: O. Harassowitz, 1933. 732 pp. Reviewed by György Bánrévy, pp. 297-298.

HAUSER, EDWIN, *Aufsicht und Ordnung von Gemeinde-, Bezirk- und Notariatsarchiven* (Supervision and regulation of communal, district and notarial archives). Reprint from *Schweizerischen Zentralblatt für Staats- und Gemeindeverwaltung*, Nr. 23/24 (1930). P. 8. Reviewed by Imre Wellman, pp. 307-308.

NABHOLZ, HANS, and KLÄUI, PAUL, comp., *Internationaler Archivführer* (International Archives Directory). Zürich and Leipzig, 1936. 110 pp. Reviewed by József Garzó, pp. 294-296.

ISTVÁNYI, GÉZA, *A magyarnyelvű irásbeliség kialakulása* (The development of Magyar writing). A publication of Pázmány Péter Tudományegyetem Történelmi Szeminárium. Budapest, 1934. Reviewed by Nagy Antal Fekete, pp. 329-330.

JUDGES, A. V., Pour la conservation et l'utilisation des archives d'entreprises en Grande-Bretagne (For the preservation and use of business archives in Great Britain). *Annales d'histoire économique et sociale*, 1935, pp. 448-450. Reviewed by György Komoróczy, pp. 311-312.

KELLINGHAUSEN, HANS, *Das Staatsarchiv und die Personenforschung* (The government archives and genealogical research). Heft 3. Hamburg, 1935. Reviewed by Bálint Ila, pp. 322-323.

LAMPE, WALTHER, Das kirchliche Archivwesen (Ecclesiastical archival economy). *Archivalische Zeitschrift*, III, F. 11 B (44b) 164-171. Reviewed by Imre Révész, pp. 305-306.

LARGIADÈR, ANTON, Das abt-st. gallische Archiv in Zürich (The archives of the Abbey of St. Gall in Zürich). *Festschrift Hans Nabholz* (Zürich, 1934), pp. 329-341. Reviewed by Győző Ember, p. 317.

——— Unsere Gemeindearchive mit besonderer Berücksichtigung des Kantons Zürich (Our communal archives with special reference to the canton of Zürich). *Zeitschrift fur Schweiserische Geschichte* (1935), XV, pp. 95-118. Reviewed by Imre Wellman, pp. 307-308.

MARTENS, *Is het drukken van archiefinventarissen weelde?* (Is the publication of archives catalogues a luxury?). *Nederlandsch Archievenblad*, 1933-1934, pp. 33-41. Reviewed by Ödön Miklós, pp. 314-315.

NYERS, LAJOS, *A nádor birói és oklevéladó működése a XIV. században. 1307-1386* (The activity of the palatine judges and registrars of the 14th century, 1307-1386). *Palaestra Calasanctiana*, No. 4. Kecskemét, 1934. 79 pp. Reviewed by Géza Istványi, p. 325.

ODLOZNIK, OTAKAR, Z anglických archivu a knihoven (In English archives and libraries). *Časopis archivní školy* (1930), VIII, 93-138. Reviewed by György Komoróczy, pp. 309-311.

PAPP, LÁSZLÓ, *A hiteleshelyek története és működése az újkorban* (The history and activity of verification centers in the modern age). Budapest, 1936. 123 pp. Reviewed by B. Lajos Kumorovitz, pp. 325-327.

PAPRITZ, Das archivpflegersystem in der Provinz Grensmark Posen-Westpreussen (The system used in the care of archives in the province of Grensmark Posen-Westpreussen). *Korrespondenzblatt das Gesamtvereins der d. G. u. A-vereine*, 82 (1934): 99-103. Reviewed by Lajos Kovács, pp. 308-309.

RUPPERSBERG, Archive und Familienforschung (Archives and genealogical research). *Korrespondenzblatt des Gesamtvereins der d. G. und A-vereine*, 82 (1934): 110-122. Reviewed by Lajos Ányos, pp. 318-322.

SABATIN, IVAN, Rzeczy nowe w teoriji i praktyce porządkovania i inwentaryzaciji materjałów archiwalnych w Z.S.R.R. (Innovations in theory and practice of arranging and inventorying of archival materials in U.S.S.R.). *Archeion* (1933), XI, 20-44. Reviewed by Béla Bottló, p. 314.

SCHIAPARELLI, LUIGI, *Note Paleografiche* (Paleographic Notes). Florence, 1932. 39 pp. Reviewed by Gáspár Klein, pp. 330-332.

SCHNEIDER, MIKLÓS, *Fejérmegyei nemes családok* (Noble families of Fejer County). Székesfehérvár, 1936. 248 pp. Reviewed by Ernő Kiss, pp. 323-324.

SPIESS, WERNER, *Die Gildearchive im Stadtarchiv Braunschweig* (Guild archives in the municipal archives of Brunswick). With an appendix. *Gesamt-Innungs-Inventar für Ostfalen*, Heft 1. Leipzig, 1933. Reviewed by Bálint Ila, pp. 316-317.

SULICA, SZILÁRD, *A Magyar Nemzeti Múzeum Levéltári ostálya az 1931-33 évben* (The archives division of the Magyar National Museum in 1931-1933). Reprint from *Magyar Könyvszemle*, 1-4 (1932-1934). Budapest, 1935. 32 pp. Reviewed by Lajos Kovács, pp. 313-314.

TREUMUTH, N. and LIIV, O., *Polonica Eesti Riigi Keskarhiivis* (Polish records in the National Central Archives of Esthonia). Appendix: Polish materials in other Esthonian archives. *Publikationen des Estnischen Staatlichen Zentralarchivs*, No. 1 (1:3). Tartu, 1931. 160 pp.

Eestimaa Rootsiaegse Kindralkuberneri arhiivi Kataloog (Catalogue of the Esthonian governor-general archives from the Swedish era), I-II. *Acta archivi centralis Estoniae*, No. 3-4. Tartu, 1935-1936. viii-193, 194-526 pp. Reviewed by Lajos Kovács, pp. 317-318.

VEVÉR, EMIL, An announcement of a new genealogical publication: *Magyar Családtörténeti Szemle*. Pp. 324-325.

Viiskummend aastat teaduslikku tööd Tallina Linnaarhiivis (Fifty years of research in the municipal archives of Tallinn). Tallinn, 1933. 76 pp. Reviewed by István János Bakács, pp. 312-313.

WALTHER, FRIEDRICH, Maria Theresia und die österreichische Zentralverwaltung (Maria Theresa and the Austrian Central Administration). *Historische Blätter*, 1934, pp. 3-20. Reviewed by Győző Ember, p. 328.

WEISE, Die nationalen Aufgaben des Grenzlandarchivars (The national problems of boundary-land archivists). *Korrespondenzblatt des Gesamtvereins der d. G. u. A-vereine*, 3 (1935): 187. Reviewed by Elemér Vácz, pp. 303-304.

III CHRONIQUE

Each summary statement in this section gives current information regarding the type of archival activity of greatest interest to the nation or archival establishment concerned,

changes in the location or organization of archival collections, acquisitions of archival materials, archival legislation, archives training courses, the organization and activities of learned societies, and similar matters of interest to archivists and scholars. A translation of the first summary follows.

BOTTLÓ, BÉLA, A csehszlovák állami levéltárak (The Czechoslovak government archives). Pp. 342-344.

During the past few years archival activity in Czechoslovakia has been confined mainly to the organization of archival collections. Cataloguing and inventorying on a large scale has been in progress at the Brno (Brünn) national archives because the old inventories were found inadequate. The work in the archives of the Ministry of Foreign Affairs has been occasioned by the large volume of records received in consequnce of international archival agreements. Among this material are the records of Czech commissions established during the World War in foreign countries, and its organization is of particular importance in understanding the formation of the new government. Simultaneously with this organization program, these archives were moved into the Czernin palace, necessitating the rearrangement of the records, and opening the possibility of reorganizing the records as they were originally filed in the central files.

The archives department of the agricultural administration, which exercises supervision over manorial archives, was moved into larger quarters in 1932. The largest archival collections in Czechoslovakia are those of the Ministry of Internal Affairs, which took the place of the archives of the vice-regency that went out of existence on January 18, 1919. These collections were augmented by the receipt of the Bohemian Court-Chancery records from Vienna, selected by officials of the Czechoslovak Ministry of Internal Affairs. The organization of the records received from Vienna is in progress, as well as the preparation of indexes, as these are missing in greater part. In addition to this work the officials of the Ministry of Internal Affairs archives were called upon for several thousands of expert opinions for the renaming of parishes (communes).

The general direction of Czech archival matters is in the hands of an archives society whose interest lies primarily in fostering the preservation and organization of archival materials. The membership of this society is composed of professional archivists, archival experts, and scholars. In 1930 this society addressed a memorandum to the government authorities, which reported that the organization of Czechoslovak matters was still at its inception twelve years after the establishment of the republic. Although archival matters are centralized under the jurisdiction of the Ministry of Culture, there is a lack of cooperation in such matters on the part of certain ministries and a need for responsible supervision over archives of the lesser administrations, resulting in a neglected state of Czechoslovak archival affairs. Because of these reasons the establishments of an archives council with appropriate jurisdiction is proposed, to properly advise the government administration in archival matters and to draw plans for adequate archival legislation.

At the behest of the society, the unification of the archival collections of discontinued monastic orders, part of which had been placed in the library of the University of Prague with similar records received from Vienna, was initiated. Also the centralization of ecclesiastical registers of births and marriages in the episcopal archives was begun. The society sponsored the better housing of the circuit court land books, which the Ministry of Justice carried into effect. A survey of Czechoslovak archival materials was instituted at the request of the society by the sending out of questionnaires. Inasmuch as the questionnaires were not filled out properly in all cases, the accumulation of data has been rather slow. The society keeps available to the public the published and other source materials relative to Czechoslovakian history and conducts archival training courses for teachers of intermediary schools, in order that the teachers who come in contact with archival collections, particularly those in the small communities, may have training in

certain archival matters. In one such training course during March and April of 1931, ninety-one students were enrolled. The course is conducted by archives experts and university professors and includes theoretical and practical archival science and the most important phases of archives history. With the co-operation of the society, the laws for preservation of art relics are being formulated. However, these laws are entirely distinct and separate from the archives legislation plans in process. In connection with the latter legislation, the definition of responsibility for supervision of archives and the reorganization of the archives school is sought with the hope that these two reforms may meet not only present but also future archival demands and will provide for training in museum service. For the last-mentioned reason it is contemplated to include in the curriculum of the archives school the history of art, antiquities, and numismatics. The society also devotes special attention to the collection of patrimonial archives and other archival collections.

In 1930, upon the instigation of József Šušta, professor at the University of Prague, the *Archiv pro dějiny průmyslu, obchodu a technické práce v Československu* (Archives of technical labor, industrial and commercial history in Czechoslovakia) was established in connection with the Technical Museum. The aim of this archival establishment is the preservation, scientific cultivation, and exploitation of source materials relating to Czechoslovak labor, industry and trade. The establishment of this new archival agency is of particular importance today because the records of enterprises liquidated as a consequence of the economic crisis would be lost without the care of this archival agency.

BOTTLÓ, BÉLA, A lengyel levéltárügy (Polish archival affairs). Pp. 340-342.

CSOBÁN, ENDRE, Az Ézsakamerikai Egyesült Államok új központi levéltára (The new central archives of the United States of North America). Pp. 349-353.

A review of the *First Annual Report of the Archivist of the United States, 1934-1935*. E gy. Kálmán Buday (obit) p. 333.

ILA, BÁLINT, A magyar református egyházi levéltárügy rendezése (The organization of the archives of the Magyar Reformed Church). Pp. 336-340.

KOSSÁNYI, BÉLA, Az Országos Levéltár 1935-ben (The National Archives [Hungary] in 1935). Pp. 355-360.

KOVÁCS, LAJOS, Az észt állam levéltárügyének rendezése (The organization of the archival affairs of the Esthonián government). Pp. 354-355.

MIKLÓS, ÖDÖN, A holland levéltárügy 1930-33-ban (Archival developments in Holland during 1930-1933). Pp. 347-349.

OLEXIK, FERENC, Anglia levéltárügye (Archival affairs in England). Pp. 344-347. P. I. Hirek (News items). P. 360.

This article gives changes in status of Hungarian archivists, and also personal news regarding archivists of other nations such as Fruin's death.

VÁCZ, ELEMÉR, A magyar Könyvtárosok és Levéltárosok Egyesülete (The Society of Magyar Librarians and Archivists). Pp. 333-336.

This article gives a short history of the organization of the society in 1935 and reports the names of attending members and the titles of papers read at the first congress held in Budapest on October 2, 3 and 4, 1936. It also announces plans for the publication of a journal by this society. The paper read by Dr. József Herzog entitled, "What belongs in the library and what in the archives?" will be published in the society's yearbook.

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